

義守大學國際商務學系相關委員會實施要點

97 年 10 月 15 日系務會議初訂通過

- 一、 義守大學國際商務學系(以下簡稱本系)依據「義守大學國際商務學系組織章程」訂定「義守大學國際商務學系相關委員會實施要點」(以下簡稱本要點)。
- 二、 本系依實際需要，經系務會議決議後，得設置各項委員會。
- 三、 本系得依系組織章程設系務發展規劃、系所自我評鑑工作、預算規劃、教師評審、課程規劃、國際事務規劃、產學合作規劃、學生事務規劃、系友聯繫規劃九個委員會，各置召集人一人，委員若干人。
- 四、 九個委員會委員的產生，於每學年最後一次系務會議中投票產生，每一教師需擔任至少一個委員會之委員。委員之任期一年，得連選連任。如無法經投票產生委員時，由系主任依專長敦請適任專任或兼任老師擔任之。
- 五、 本要點第三條所列九個委員會之召集人的任期一年，得連任一次。其產生方式除教師評審委員會、課程規劃委員會與系所自我評鑑工作委員會外，由各該委員會中委員投票產生。
- 六、 系務發展規劃委員會設委員四人，系主任為當然委員，負責系務發展規劃等相關事項。
- 七、 系所自我評鑑工作委員會依本系自我評鑑實施要點設置。
- 八、 預算規劃委員會設委員四人，系主任為當然委員，負責系預算規劃與編列等相關事宜。
- 九、 教師評審委員會依本系教師評審委員會設置辦法設置。
- 十、 課程規劃委員會依本系課程規劃委員會設置要點設置。
- 十一、 國際事務規劃委員會設委員四人，負責系內國際化等相關事宜。
- 十二、 產學合作規劃委員會設委員四人，負責系產學合作等相關事宜。
- 十三、 學生事務規劃委員會設委員三人，負責系內學生事務等相關事宜。
- 十四、 系友聯繫規劃委員會設委員三人，負責系友聯繫等相關事宜。

十五、 本要點經系務會議通過後公佈實施，修正時亦同。

Guidelines on Establishment of Relevant Committees by Department of International Business at I-Shou University

Adopted on October 15, 2008 by the Departmental Affairs Council

Ratified and promulgated by the President on XX, XX, XXXX

- I. The Guidelines on Establishment of Relevant Committees by Department of International Business at I-Shou University (hereinafter referred to as the “Guidelines”) are enacted pursuant to the Organizational Charter of Department of International Business at I-Shou University (hereinafter referred to as the “Charter”) by the Department of International Business (hereinafter referred to as the “Department”).
- II. The Department may establish relevant committees subject to final resolution of the Departmental Affairs Council.
- III. In accordance with the Organizational Charter of the Department, the Department may establish the following nine committees. Each committee consists of one convener and several members.
 1. Departmental Development and Planning Committee
 2. Departmental Self-Evaluation Committee
 3. Budget Management Committee
 4. Teacher Review Committee
 5. Curriculum Committee
 6. International Affairs Committee
 7. Industry-Department Collaboration Committee
 8. Student Affairs Committee
 9. Alumni Relations Committee
- IV. The members of the aforesaid committees shall be elected at the last meeting of the Departmental Affairs Council every academic year. Each full-time faculty member of the Department shall be a member to at least one committee. Committee members shall serve for one year and may be re-elected. If no committee members are elected by votes, the Chair of the Department may appoint appropriate full-time or part-time faculty members as committee members.
- V. Each convener of the aforesaid committees in Provision III of the Guidelines shall serve for one year and may be reappointed once. The conveners shall be elected by members of the committees except for the Teacher Review Committee, the Curriculum Committee, and the

Departmental Self-Evaluation Committee.

- VI. The Departmental Development and Planning Committee consists of four members, and the Chair of the Department shall be the ex-officio member. The Departmental Development and Planning Committee is responsible for affairs related to departmental development and planning.
- VII. The Departmental Self-Evaluation Committee is established pursuant to the Guidelines on Implementation of Departmental Self-Evaluation by Department of International Business at I-Shou University.
- VIII. The Budget Management Committee consists of four members, and the Chair of the Department shall be the ex-officio member. The Budget Management Committee is responsible for affairs related to planning the annual budget of the Department.
- IX. The Teacher Review Committee is established pursuant to the Guidelines on Establishment of Teacher Review Committee of the Department.
- X. The Curriculum Committee is established pursuant to the Guidelines on Establishment of Curriculum Committee of the Department.
- XI. The International Affairs Committee consists of four members and is responsible for affairs related to internationalization of the Department.
- XII. The Industry-Department Collaboration Committee consists of four members and is responsible for affairs related to cooperation between industry and the Department.
- XIII. The Student Affairs Committee consists of three members and is responsible for affairs related to students of the Department.
- XIV. The Alumni Relations Committee consists of three members and is responsible for making contact with alumni of the Department.
- XV. The Guidelines become effective after being adopted by the Departmental Affairs Council. The same procedure applies to any amendment to the Guidelines.

Note : In the event of any disputes or misunderstanding as to the interpretation of the language or terms of these Guidelines, the Chinese language version shall prevail.