

臺北醫學大學營養學院院務會議組織章程

Taipei Medical University College of Nutrition College Affairs Faculty Meeting Constitution

105 年 8 月 2 日院務會議通過

105 年 9 月 21 日校長核定施行

107 年 3 月 26 日院務會議修正通過

107 年 5 月 29 日院務會議修正通過

107 年 6 月 20 日校長核定施行

Approved on August 2, 2016 by the College Affairs Faculty Meeting

Approved on September 21, 2016 by the University President and took effect

Revised and approved on March 26, 2018 by the College Affairs Faculty Meeting

Revised and approved on May 29, 2018 by the College Affairs Faculty Meeting

Approved on June 20, 2018 by the University President and took effect

第一條 臺北醫學大學(以下簡稱本校)營養學院(以下簡稱本院)，為使院務正常運作，特依據本校組織規程第三十六條第八項訂定之(以下簡稱本章程)。

Article I To ensure the smooth operation of College affairs, the Taipei Medical University (hereinafter referred to as the University) College of Nutrition (hereinafter referred to as the College) has formulated this Constitution in accordance with Article XXXVI, Paragraph 8 of the University Constitution.

第二條 本學院之院務會議參與人員由本學院專任教師及四名系所學程學生代表組成。

Article II The College Affairs Faculty Meeting shall be made up of full-time instructors of the College and four student representatives from departments, schools, and degree programs in the College.

第三條 本學院置院長一人，綜理院務，對外代表本院行使各項職務，院長之聘任依本校學院院長遴選辦法規定辦理。

Article III The College has one dean who is responsible for the overall management of college affairs and who shall represent the College in outside duties. The appointment of the dean shall be in accordance with the University's Dean of College Appointment

Regulations.

第四條 本學院因教學、研究之需要，得設各種學系、研究所、學程及中心，其設置辦法依本校規定辦理訂定之。

Article IV To meet teaching and research needs, the College may institute departments, graduate schools, programs and centers in accordance with University regulations.

第五條 院務會議審議下列事項：

Article V The College Affairs Faculty Meeting shall deliberate the following matters:

一、院務發展計畫。

1. College development plans.

二、組織章程及各種重要章則。

2. The Constitution and all important rules and regulations.

三、學系、研究所、學程及附設研究中心之設立、變更與停辦。

3. Establishment, change, and suspension of departments, graduate schools, academic programs, and affiliated research centers.

四、教務、學生事務、研究及其他院內重要事項。

4. Educational affairs, student affairs, research, and other important matters within the College.

五、有關教學、課程規劃之研擬。

5. Research and development of teaching and curriculum plans.

六、院務會議所設委員會或專案小組決議事項。

6. Resolutions made by committee or ad hoc groups established by the College Affairs Faculty Meeting.

七、會議提案及院長提議事項。

7. Motions proposed by the Meeting and matters proposed by the Dean of the College.

第六條 院務會議由院長召開並主持之，每學期至少召開一次為原則，院長因故不能主持會議時，由職務代理人代理之。開會時得邀請有關人員列

席，必要時得召開臨時院務會議。

Article VI The College Affairs Faculty Meeting shall be convened and chaired by the Dean of the College, and shall in principle convene at least once every semester. If the Dean of the College is unable to chair a meeting, the deputy shall chair the meeting on his or her behalf. Relevant persons may be invited to observe meetings, and extraordinary College Affairs Faculty Meeting may be convened if necessary.

第七條 院務會議應有過半數之委員出席始得開議，實際出席委員之過半數(含)同意，始得決議。唯列席者不得參與表決。

Article VII A quorum of more than one-half of the committee members must be present for the College Affairs Faculty Meeting to proceed. One-half or more of those physically present must be in agreement to pass resolutions. Observers shall not participate in voting.

第八條 院務會議議案之表決，得以無記名或舉手方式行之。決議事項應正式列入紀錄。

Article VIII Resolutions on College Affairs Faculty Meeting motions may be by anonymous ballot or by show of hands. Resolution items shall be officially recorded.

第九條 本學院必要時得辦理院及院內其他學系、研究所、學程及中心主管之擴大院務會議。

Article IX The College may hold expanded College Affairs Faculty Meetings, including directors of other departments, graduate schools, degree programs, and centers in the College, when necessary.

第十條 本章程如有未盡事宜，得於院務會議時修訂之。

Article X The College Affairs Faculty Meeting may revise the Constitution to address any outstanding matters not addressed by the Constitution.

第十一條 本章程經院務會議通過，陳校長核定後公告施行；修正時亦同。

Article XI The Constitution is announced and implemented upon approval by the College Affairs Faculty Meeting and the University President; the same shall apply to any amendments.