

Regulations for the College Affairs Meeting of College of Science at the National Taiwan Normal University

- Revised and passed in the 48th College Affairs Meeting of the College of Science on June 18, 1993
- Revised and passed in the 57th College Affairs Meeting of the College of Science on June 17, 1997
- Revised and passed in the 82nd College Affairs Meeting of the College of Science on June 19, 2009
- Revised and passed in the 90th College Affairs Meeting of the College of Science on April 22, 2011
- Revised and passed in the 98th College Affairs Meeting of the College of Science on May 17, 2013
- Revised and passed in the 104th College Affairs Meeting of the College of Science on October 24, 2014, with amendments to Article 2. Published and implemented by the letter No.1031025702 of the College of Science, National Taiwan Normal University on November 3, 2014 and effective as of August 1, 2015
- In the 112th College Affairs Meeting of the College of Science on March 10, 2016, Articles 10 and 11 were added (management meetings and various committees or groups) and the original text of Article 10 was sequentially revised. Published and implemented by the letter No.1051006558 of the College of Science, National Taiwan Normal University on March 28, 2016
- In the 121st College Affairs Meeting of the College of Science on November 9, 2017, amendments to Articles 2, 8 and 11 were passed (to accommodate the establishment of college-level professional schools, amending regulations on the composition of this meeting and management meetings and the proposal process of this meeting). Published and implemented by the letter No.1061030727 of the College of Science, National Taiwan Normal University on November 28, 2017

- Article 1: Regulations outlined here are established based on Article 27 of the University's organizational regulations.
- Article 2: The college establishes a college affairs meeting (hereinafter referred to as "this meeting"), which consists of the college's dean, associate dean, heads of departments and institutes, **deans of professional schools**, faculty representatives and student representatives.
The number of representatives in the college affairs meeting shall be in proportion to the number of representatives in the university's affairs meeting.
The method of selecting student representatives shall be determined by the students.
- Article 3: This meeting deliberates on the following matters:
I. College development plans.
II. College-related regulations.
III. Academic cooperation plans.
IV. Matters proposed by the dean.
V. Other important matters.
- Article 4: This meeting shall be held once per semester. When necessary, the dean, the dean's delegate or more than half of the representatives in the college affairs meeting may jointly propose and convene additional college affairs meeting.
- Article 5: When necessary, this meeting may invite other relevant personnel to attend.
- Article 6: During the meeting, the dean or the dean's delegate serves as the chairperson.
- Article 7: Attendees of this meeting are required to be present in person. If they cannot attend due to an accident, they may be represented by an officially approved delegate. Delegation to representatives is not allowed. Those who do not seek permission for absence will be regarded as absent. The meeting cannot be convened unless more than half of the

required attendees are present and any resolutions require the consent of more than half of the attendees.

Article 8: Proposals for this meeting, apart from those proposed by the dean or initiated by departments, **institutes, professional schools**, centers, and administrative units, must be co-signed by at least three committee members.

Article 9: Reports may be presented in written or oral form during this meeting by the heads of various units.

Article 10: When necessary, this meeting may establish various committees or groups and elect their members.

Article 11: The college establishes a management meeting to handle administrative matters during periods when the college affairs meeting is not in session. The management meeting consists of the dean, associate dean, heads of departments and institutes, and **deans of professional schools**. The dean serves as the chairperson, and the management meeting handles the review and discussion of major equipment funding applications, the overall use of space in the College of Science and administrative-related matters.

Article 12: These regulations shall be implemented after being passed in the college affairs meeting and apply similarly when amended.