

銘傳大學行政會議組織章程

Ming Chuan University Administrative Council Organizational Charter

中華民國 97年 10月 24日法規審查會議通過

Revised and passed at the Regulation Review Committee Meeting on October 24, 2008

中華民國 97年 10月 27日校務會議通過

Reviewed and passed at the University Affairs Committee Meeting on October 27, 2008

第一條 本章程依據大學法第十四條暨本校組織規程第四十條之規定訂定之。

Article 1 This charter was established in accordance with Article 14 of the University Law and Article 40 of the Ming Chuan University Organizational Code.

第二條 本校設行政會議(以下簡稱本會議)，由校長、副校長、行政及教學一、二級主管組成之；校長為主席。

Article 2 The Administrative Council (herewith called the Council) members are President, the Vice Presidents, and the 1st and 2nd level administrators of the administration and academic units. The meeting is chaired by the president.

第三條 本會議討論事項如下：

Article 3 This Council deliberates the following matters:

一、校務會議決議案之執行事宜。 Implementation of decisions made by the University Affairs Committee.

二、工作計劃及一般章則之審議。 Planning of university administrative affairs and the examination of charters.

三、學校行政之改進事宜。 Improvement of university administration.

四、校長交議之事項。 Directions and comments offered by President.

五、其他重要行政事項。 Other important administrative affairs.

第四條 本會議由校長召集，每月開會一次為原則，必要時得召開臨時會議。

Article 4 In principle, meetings will be held monthly and are convened by the president. Special meetings may be called as necessary.

第 五 條 本會議開會時，得邀請有關人員列席。

Article 5 Other relevant persons may be invited to attend meetings, as necessary.

第 六 條 會議之提案，須於開會前一週送秘書處列入議程。

Article 6 All items proposed for discussion should be submitted to the Secretary General's Division and be listed in an agenda prepared one week prior to the meeting.

第 七 條 本章程經校務會議通過後公佈施行。

Article 7 Upon being passed at the University Affairs Committee Meeting, this charter was announced and implemented.

****In the event of any inconsistency or discrepancy between the Chinese and other language versions of this document, the Chinese version shall prevail.****