

Organizational Regulations of Yuan Ze University

- Passed by the 2nd Board Meeting of the 1st Term, March 4, 1988
Amended by the temporary Board Meeting, May 29, 1989
Approved by Letter (78)-Kao-Tzu No.33006 of the Ministry of Education, July 7, 1989
Approved by Letter (79)-Kao-Tzu No.42457 of the Ministry of Education, August 28, 1990
Approved by Letter (84)-Kao-Tzu No.032764 of the Ministry of Education, July 10, 1995
Approved by Letter (84)-Kao-Tzu No.059202 of the Ministry of Education, November 29, 1995
Approved by Letter (87)-Kao-3-Tzu No.87006675 of the Ministry of Education, February 11, 1998
Approved by Letter (89)-Kao-2-Tzu No.89126494 of the Ministry of Education, October 9, 2000
Approved by Letter (91)-Kao-2-Tzu No.91023983 of the Ministry of Education, March 4, 2002
Approved by Letter Kao-2-Tzu No.0920081134 of the Ministry of Education, May 30, 2003
Approved by Letter Kao-2-Tzu No.0920154665 of the Ministry of Education, October 16, 2003
Approved by Letter Kao-2-Tzu No.0930056164 of the Ministry of Education, May 3, 2004
Approved by Letter Kao-2-Tzu No.0940149493 of the Ministry of Education, November 3, 2005
Amended by the 3rd Board Meeting of the 7th Term, June 26, 2006
Approved by Letter Kao-2-Tzu No.0950131453 of the Ministry of Education, September 19, 2006
Approved by Letter Kao-2-Tzu No.0960038339 of the Ministry of Education, March 27, 2007
Amended by the 2nd Board Meeting of the 8th Term, July 1, 2009
Amended by the 4th Board Meeting of the 8th Term, January 6, 2010
Approved by Letter Kao-2-Tzu No. 0990040110 of the Ministry of Education, March 24, 2010
Amended by the 7th Board Meeting of the 8th Term, July 8, 2011
Approved by Letter Kao-2-Tzu No. 1000132493 of the Ministry of Education, July 29, 2011
Amended by the 6th Board Meeting of the 9th Term, May 15, 2015
Approved by Letter Chiao-Kao-1-Tzu No. 1040116327 of the Ministry of Education, September 2, 2015
Amended by the 3rd Board Meeting of the 10th Term, May 22, 2017
Approved by Letter Chiao-Kao-1-Tzu No. 1060079278 of the Ministry of Education, June 9, 2017
Amended by the 5th Board Meeting of the 10th Term, May 30, 2018
Approved by Letter Chiao-Kao-1-Tzu No. 1070095850 of the Ministry of Education, August 3, 2018
Amended by the 7th Board Meeting of the 10th Term, May 20, 2019
Approved by Letter Chiao-Kao-1-Tzu No. 1080083475 of the Ministry of Education, June 18, 2019
Amended by the 8th Board Meeting of the 10th Term, November 18, 2019
Approved by Letter Chiao-Kao-1-Tzu No. 1080174692 of the Ministry of Education, November 29, 2019
Amended by the 2nd Board Meeting of the 11th Term, November 16, 2020
Approved by Letter Chiao-Kao-1-Tzu No. 1090175282 of the Ministry of Education, December 22, 2020
Amended by the 3rd Board Meeting of the 11th Term, May 24, 2021
Approved by Letter Chiao-Kao-1-Tzu No. 1100078487 of the Ministry of Education, June 24, 2021
Amended by the 6th Board Meeting of the 11th Term, June 17, 2022
Approved by Letter Chiao-Kao-1-Tzu No. 1110064782 of the Ministry of Education, July 25, 2022
Amended by the 7th Board Meeting of the 11th Term, November 24, 2022
Approved by Letter Chiao-Kao-1-Tzu No. 1110123665 of the Ministry of Education, December 23, 2022
Approved by Letter Chiao-Kao-1-Tzu No. 1110130006 of the Ministry of Education, January 16, 2023
Amended by the 8th Board Meeting of the 11th Term, May 24, 2023
Approved by Letter Chiao-Kao-1-Tzu No. 1120061480 of the Ministry of Education, July 7, 2023
Amended by the 10th Board Meeting of the 11th Term, June 12, 2024
Approved by Letter Chiao-Kao-1-Tzu No. 1130070877 of the Ministry of Education, July 23, 2024

Chapter One General Principles

Article 1 These regulations are established pursuant to Article 36 of University Law.

Article 2 The university is named Yuan Ze University (hereafter “the university”).

Article 3 The purpose of the university is to perform academic research, cultivate talent, elevate culture, serve the society and promote national development.

Chapter Two Organizations

Article 4 The university has established colleges and independent graduate institutes; each college may establish departments or graduate institutes and may offer interdepartmental, inter institute or inter college credit programs or degree programs.

The organizational structure of each unit can be seen in Appendix 1 of this set of regulations “Establishment table of academic units in Yuan Ze University”.

Regulations governing the adjustments which include new establishment, alternation, reorganization, merger or suspension of the university's colleges, departments, graduate institutes, classes under a college, or degree programs shall be otherwise drafted.

Any adjustments of the university's colleges, departments, graduate institutes, classes under a college, or degree programs shall be approved by School Council Meeting and Board Meeting as well as being reported to the Ministry of Education for ratification. The attached table in the second statement of this article must be revised immediately.

Article 4-1 The university may establish branch campuses and branch departments as needed. The establishment, change, or discontinuation of these shall be deliberated and approved by the School Council Meeting and the Board Meeting, and then submitted to the Ministry of Education for approval.

The regulations for setting up branch campuses and branch departments will be separately stipulated.

Article 5 The university has the following academic units established to achieve the goals mentioned in Article 3:

1. General Education Center: oversees planning, coordination, promotion of the courses and other affairs of general education. A director among teachers with above Associate Professor level shall be appointed by the President to hold this concurrent administrative position.
2. Physical Education Office: oversees management of physical education, activities, site and facilities, as well as other affairs of physical education. A director among physical education teachers with above Assistant Professor level shall be appointed by the President to hold this concurrent administrative position. Several physical education teachers and athletic coaches shall be appointed as well.
3. Military Education Office: oversees planning and teaching of military training and nursing courses; helps in student guidance affairs. A director shall be appointed by the President from qualified personnel or from two or three military training instructors recommended by the Ministry of Education. Several military training instructors and nursing teachers shall be appointed as well. The military training instructor who is a deputy for filling in the vacancy of a director shall have served the university for over one year and with above Lieutenant Colonel level or persons of equivalent status.
4. Lifelong Education Center: oversees planning, promotion, practice of lifetime education and community service. A director among teachers with above Assistant Professor level or among staff members complying with relevant regulations shall be appointed by the President to hold this concurrent administrative position.

The above-mentioned units may set sections (centers) with directors which shall be based on the Appendix 1 "Establishment table of academic units in Yuan Ze University" to meet the needs of official business. Any adjustments shall be approved by both School Council Meeting and Board Meeting.

Article 6 The university has the following administrative units established to achieve the goals mentioned in Article 3. Each administrative unit shall have a director appointed by the President to oversee relevant affairs.

1. Office of Academic Affairs: oversees registration, curriculum affairs, publication, promotion of teaching quality, and other academic affairs. A Dean of Academic Affairs shall be appointed by the President among teachers with above Professor level.
2. Office of Student Affairs: oversees mental health guidance, extracurricular activity guidance, life guidance, career development, sanitation and health guidance, dormitory service matters, and guidance in other student affairs. A Dean of Student Affairs shall be appointed by the President among teachers with above Professor level.
3. Office of General Affairs: oversees documents, affairs, treasury, civil engineering, safekeeping and other general affairs. A Dean of General Affairs shall be appointed to hold this concurrent administrative position by the President among teachers with above Associate Professor level or among staff members complying with relevant regulations.
4. Office of Research and Development: oversees promotion and management of academic

researches, industry-education cooperation, industry-academia collaboration, and supervises the integration and management of the university's various research centers. A Dean of R&D shall be appointed by the President among teachers with above Professor level.

5. Office of Library and Information Services: oversees collection and management of teaching and research data, consultation service, development of information system, establishment of information network, training of informational education and other information service affairs. A Chief Information Officer shall be appointed by the President among teachers with above Associate Professor level.
6. Global Affairs Office: oversees the development and planning of international and cross-strait affairs, academic exchanges, and overseas recruitment matters. A Chief shall be appointed by the President among teachers with above Associate Professor level.
7. Personnel Office: oversees personnel management and development of the university's faculties and staffs. A chief shall be appointed to hold this concurrent administrative position by the President among teachers with above Associate Professor level or among staff members complying with relevant regulations.
8. Controller Office: oversees annual accounting, accounting and statistical affairs. A chief shall be appointed by the President among staff members complying with relevant regulations and shall be approved by Board Meeting.
9. Secretariat Office: oversees council affairs, planning of university development, research of university affairs, evaluation of university affairs, promotion of administrative quality, other general affairs and secretarial tasks. A Secretary General shall be appointed by the President among teachers with above Associate Professor level.
10. Environmental Protection and Occupational Safety and Health Center: oversees protection of university environment, matters governing safety and sanitation. A director shall be appointed by the President among teachers with above Associate Professor level or among staff members complying with relevant regulations.

Above-mentioned offices reaching a certain scale mandated by the Ministry of Education or reaching a certain workload standard may appoint a deputy dean or director to assist office affairs. The deputy dean or director shall be appointed by the President from teachers with above Associate Professor level, or staff members of equivalent level, or appropriate staff members may serve in the post.

Offices and centers may appoint several staff members based on the university's personnel quota and may set sections (centers, teams, departments) to meet the needs of official business. Above-mentioned sections (centers, teams, departments) shall have a chief (director) who is appointed by the President from teachers with above Associate Professor level, military training instructors, or staff members complying with relevant regulations. Offices, centers and their subordinate sections shall be established according to the Appendix 1 "Establishment table of academic units in Yuan Ze University". Any adjustments shall be approved by both School Council Meeting and Board Meeting.

Article 7 The university may establish various teaching units, research centers or other units due to the teaching, research or promotional needs. Regulations governing the establishment of various units shall be otherwise drafted.

The university may organize inter university research centers. The establishment and alteration of inter university research centers shall be approved by both School Council Meeting and Board Meeting and reported to the Ministry of Education for future reference.

Chapter Three Meetings and Committees

Article 8 The university shall establish School Council Meeting which make important decisions on university matters. It is composed of the President, the Vice President, the deans or chiefs of the Offices of Academic Affairs, Student Affairs, General Affairs, Research and Development, library and information services, Global Affairs Office, as well as college deans, directors of General Education and Lifelong Education Centers, department (or the same level) chairmen, deans of graduate institutes, Secretary General, chiefs or directors of

Personnel Office, Controller Office, Physical Education Office, Military Education Office, Environmental Protection and Occupational Safety and Health Center, faculty delegates, staff delegates and student delegates.

The terms of office are one year for the student delegates and two years for the other delegates, and may be renewed if elected again.

The appointments of teacher delegates, staff delegates and student delegates are based on the following procedures:

1. Faculty delegates shall be elected and at least one delegate shall be appointed to represent for each department (or the same level), General Education Center and its subordinate units, Physical Education Office, and Military Education Office. The number of faculty delegates shall not be less than half of all attending members of the meeting and teachers with professor or associate professor titles shall not be less than two-third of all faculty delegates in principle.
2. There shall be three staff delegates who are elected by all the staff members.
3. The election of student delegates shall be held publicly by self-governing student groups. The number of student delegates shall not be less than one-tenth of all attending members of the meeting and regulations governing the election shall be otherwise drafted.

School Council Meetings shall be held by the President at least once a semester. Upon request of a temporary meeting required by one-fifth of the attending members of the meeting as nonvoting delegates, the President shall hold the meeting within fifteen days.

Following are various committees established under School Council Meeting: University Affairs Development Committee, Internal Budget Audit Committee and Rules Audit Committee.

Regulations governing the tasks and establishments of the various committees shall be otherwise drafted.

School Council Meeting may form project teams to handle affairs handed over by the meeting accordingly.

Article 9 The School Council Meeting discusses the following issues:

1. Developmental plans and budget for school affairs.
2. Organization regulations and various major regulations.
3. The establishment, alteration and suspension of colleges, departments, graduate institutes, degree programs and affiliate organizations.
4. Academic affairs, student affairs, general affairs, research and other important affairs in the university.
5. Assessment procedures relevant to the performance of teachers' instructions.
6. Resolutions drafted by committees of School Council Meeting or project teams.
7. Council proposals and proposals recommended by the President.

Article 10 The university has established the following meetings to promote academic and administrative affairs:

1. Administrative Committee: It is composed of the President, Vice President, the deans of the Offices of Academic Affairs, Student Affairs, General Affairs, Research and Development, and library and information services, Global Affairs Office as well as college deans, directors of General Education and Lifelong Education Centers, Secretary General, chiefs or directors of Personnel Office, Controller Office, Environmental Protection and Occupational Safety and Health Center. The President will be the chair and discuss important administrative affairs in the university; other concerned members may be invited to sit in when necessary. When a proposal involves the academic performance or campus life of a student, and the establishment of reward and punishment regulations, a student delegate elected through an election shall attend the meeting.
2. Academic Affairs Meeting: It is composed of the deans of the Offices of Academic Affairs, college deans, director of General Education Center, department chairmen, deans of Office of Student Affairs, library and information services, Global Affairs Office, Physical Education Office, Military Education Office, relevant directors of teaching units and administrative offices, and student delegates. The Academic Dean will be the chair and discuss important academic affairs in the university. The number of student delegates

- shall be one-eighth of all attending members of the meeting in principle.
3. Student Affairs Meeting: It is composed of the dean of Office of Student Affairs, Global Affairs Office, department chairmen, directors of Physical Education Office and Military Education Office, and student delegates. The Dean of Student Affairs will be the chair and discuss important student affairs in the university. The number of student delegates shall be one-fifth of all attending members of the meeting in principle.
 4. General Affairs Meeting: It is composed of Dean of General Affairs, Secretary General, Chief of Controller Office and Environmental Protection and Occupational Safety and Health Center, one member of Plan and Budget Audit Committee selected by each college, one faculty delegate selected by Internal Budget Audit Committee, two staff delegates and student delegates. The Dean of General Affairs will be the chair and discuss important general affairs in the university. The number of student delegates shall be one-eighth of all attending members of the meeting in principle.
 5. Research and Development Affairs Meeting: It is composed of Dean of Research and Development, college deans, directors of General Education Center and each research center, and department chairmen. The Dean of Research and Development will be the chair and discuss important research and development affairs in the university.
 6. Information Service Meeting: It is composed of the deans of the Offices of Academic Affairs, Student Affairs, General Affairs, Research and Development, and library and information services, Secretary General, as well as directors of Personnel Office, Controller Office, Lifelong Education Center, General Education Center, one delegate from each college's dean or director, one from faculty and staff, one student delegate from the undergraduate and one from the graduate school. The Dean will be the chair and discuss important information service affairs in the university.
 7. Global Affairs Meeting: It is composed of the dean of Global Affairs Office, college deans, directors of International Academy, General Education Center, International Language and Culture Center, one or two overseas student delegates. The Dean will be the chair and discuss important international and cross-strait affairs and overseas recruitment matters.
 8. College Council Meeting: It is composed of college deans, department chairmen and faculty delegates. The college dean will be the chair and discuss important teaching, research and other relevant affairs in the college. Student delegates may be invited by the chair to sit in to discuss student affairs when necessary.
 9. Department Meeting: It is composed of the department chairman and full-time faculty members. The department chairman will be the chair and discuss important teaching, research and other relevant affairs in the department. Jointly appointed teachers, student delegates and other personnel may be invited to sit in to discuss relevant affairs when necessary. Each department may decide the number and the selection of student delegates.
 10. Meeting of other offices or units: It is composed of the office directors and concerned staff members. The director will be the chair and discuss important affairs of their job content.

The departments referred to in the preceding paragraphs also apply to equivalent department-level units.

The university may establish various meetings due to the actual needs; regulations governing the establishment of various meetings shall be otherwise drafted.

Article 11 The university has established the following committees to ensure the rights of faculties, staffs and students: Faculty Plea and Arbitration Committee, Staff Plea and Arbitration Committee, and Student Plea and Arbitration Committee. Regulations governing the establishment of the committees shall be otherwise drafted.

Regulations governing the establishment and operation of Faculty Plea and Arbitration Committee mentioned above shall be adopted by School Council Meeting and implemented. Regulations governing the establishment of Student Plea and Arbitration Committee shall be reported to the Ministry of Education for ratification and implementation.

The university has established a Gender Equity Education Committee in order to promote

substantive gender equality; regulations governing the establishment and operation of the committee shall be otherwise drafted and drawn according to Gender Equity Education Act.

Article 12 The university may establish various committees due to the actual needs of school affairs; regulations governing the establishment of various committees shall be otherwise drafted.

Chapter Four Appointment of the President and Directors/Chiefs

Article 13 The university may appoint one president responsible for the overall management of the university and development of academic affairs, and represents the university externally. The term of office is three years and each term shall start either on August 1st or February 1st. Due to special reasons, the term can be extended by one year after being approved by the Board Meeting.

Recruitment and dismissal procedures of the President shall be processed according to relevant regulations and are stated as below:

1. New appointment: Board members shall organize the President Select Committee to choose two or three recommended candidates and submit to the board for a final selection. Then the board shall report to the Ministry of Education to appoint a new President. Regulations governing the establishment of the President Select Committee shall be reported to the Ministry of Education for ratification and implementation.
2. Continuing term of office: The President who has special concrete contributions to the university or has other important reasons can be reelected twice. Board members shall decide whether or not the President shall be reelected prior the expiry of each President's tenure.
3. Removal from office:
 - a. Unwilling to continue the term of office or having been discontinued from the term of office at the expiry of the President's tenure.
 - b. Spontaneous resignation.
 - c. Discontinuing the term of office due to other reasons: based on the regulations of "Private School Law" and "Act Governing the Appointment of Educators".
4. Acting for: The board shall designate Vice President or a professor to act on behalf of the President if the President is unable to attend to the office or the office becomes vacant for other reasons, reporting this to the Ministry of Education, until a new President is chosen or the President comes back to the office.

Article 14 One or two Vice Presidents may hold office to assist the President with university affairs. The Vice President shall be selected by the President from professors in the university, or a person from outside the university may be appointed through a contract. In principle, the term of Vice President is the same as that of the President.

Article 15 Each college under a university shall appoint a dean responsible for the overall management of the college. The dean is selected from teachers with above Professor level in the college and the term of office is three years. Recruitment procedures of the dean are stated as below:

1. New appointment: The President shall appoint Vice President, senior Associate Professors recommended by the college, members of College Management Consultative Committee, and notable public figures outside the university to consist of College Dean Select Committee. The select committee shall choose one to three candidates to be recommended to the President who will choose one of them to be the college dean. Regulations governing the selection of a college dean shall be otherwise drafted.
2. Continuing term of office: At the time of six months prior the expiry of the dean's tenure, Vice President may inquire the referable opinions of faculties of the college about the dean's continuing term of office. Each term of office of the dean can be continued once with the President's approval.

If the term of office of a college dean is discontinued due to special reasons before the expiry of the dean's tenure, a new dean shall be selected according to the regulations mentioned in

the first statement of this article. If a new college dean can't be selected in accordance with relevant regulations, one of the senior Professors of the university, with the college's Professors being the priority, shall be selected by the President to be the deputy. The deputy's acting period ends when the newly appointed dean takes office, and it must not exceed one year.

Article 16 Each department and graduate institute under a university shall appoint a chairman or a director responsible for the overall management of the department or institute. The chairman or director is selected from teachers with above Associate Professor level and the term of office is three years. When a department provides fine arts, art or technology related education, then the university may appoint professional technicians with above Associate Professor level to hold this concurrent administrative position. Recruitment procedures of the dean are stated as below:

1. New appointment: The President shall appoint the college dean, senior Associate Professors recommended by the department or institute, members of Department/Institute Management Consultative Committee, and notable public figures outside the university to consist of Department Chairman/Institute Director Committee. The select committee shall choose one to two candidates to be recommended to the President who will choose one of them to be the chairman or director. Regulations governing the selection of a department chairman/institute director shall be otherwise drafted.
2. Continuing term of office: At the time of six months prior the expiry of the chairman/director's tenure, the college dean may inquire the referable opinions of faculties of the department about the chairman/director's continuing term of office. Each term of office of the dean can be continued once with the President's approval.

If the term of office of a chairman/director is discontinued due to special reasons before the expiry of the tenure, a new chairman/director shall be selected according to the regulations mentioned in the first statement of this article. If a new chairman/director can't be selected in accordance with relevant regulations, one of the senior Associate Professors of the university, with the department/institute's Associate Professors being the priority, shall be selected by the President to be the deputy. The deputy's acting period ends when the newly appointed chairman/director takes office, and it must not exceed one year.

Each class under a college, and degree program shall have one director, who is recommended by the director of the affiliated unit and shall be selected from teachers with above Associate Professor level. After being approved by the President, they are appointed to hold this concurrent administrative position. The term of office is one year, based on the academic year as a principle, and reappointment is possible. If the term of office is discontinued due to special reasons before the expiry of the tenure, a new recommendation shall be made.

Article 17 Faculties, military training instructors, or staff members complying with relevant regulations, who are appointed to hold the concurrent administrative positions as office directors mentioned in Article 5 and 6 shall be on a per-term basis; the term of office is one year, based on the academic year as a principle, and reappointment is possible. In principle, the term of office is the same as that of the President.

Chapter Five Ranking and Appointment of Faculties and Staffs

Article 18 Faculties in the university are ranked professors, associate professors, assistant professors and lecturers, engaged in teaching, research, counseling and service.

The university may offer lecture courses presided by professors; regulations governing the establishment of lecture courses shall be otherwise drafted.

The university may be provided with teaching assistants to assist the teaching and research. The university may appoint professional technicians for teaching.

The appointment of military training instructors shall be processed in accordance with relevant regulations.

Article 19 The university may appoint researchers for doing researches, classifying into four ranks:

researchers, associate researchers, assistant researchers, and research assistants. The appointment of researchers shall be processed in accordance with relevant regulations.

Article 20 Appointment of the university's faculties are classified in the initial contract, reengagement and long-term engagement; the appointment shall be transacted following the principles of justice, equity and openness. Moreover, initial contract of the university's faculties shall be published in traditional media or academic publications. Qualifications and procedures for the appointment of faculties shall follow the stipulations of the university's regulations. Regulations governing the appointment of faculties shall be otherwise drafted.

The appointment of faculties shall be on a per-term basis; the first and second term shall be one year, but the later renewed terms shall be two years.

The long-term engagement of faculties shall be processed in accordance with relevant regulations.

In addition to following the stipulations in "Teachers' Act" and "Act Governing the Appointment of Educators", the university may formulate separate stipulations for the suspension or refusal of reengagement of teachers upon requirements of academic research and development, which shall be implemented and provided in the contracts after being approved by School Council Meeting.

The university shall evaluate the achievements of the teaching, research, counseling, services as important reference for promotion, reengagement, long term engagement, suspension, refusal of reengagement and encouragement of faculties.

Regulations governing the evaluation of faculties shall be otherwise drafted and implemented after being approved by the School Council Meeting.

Article 21 The university has established Teacher Evaluation Committee of School, Teacher Evaluation Committee of College, and Teacher Evaluation Committee of Department (or the same level) to examine all faculty affairs concerning employment, duration of employment, promotion, sabbatical leave, service extension, suspension, dismissal, refusal of reengagement, to determine the reason for lay-off, the determination of other violations according to "Teachers' Act", to examine faculty's academic researches and publications, to examine faculty's violation against teacher's obligations.

The university's teacher evaluation committees are organized in accordance with the ranks of school, college, department, or the same level. Stipulations for ranking, composition and operation of Teacher Evaluation Committees shall be otherwise drafted and implemented after being approved by relevant meetings, as shall amendments when they are made.

Regulations drafted by Teacher Evaluation Committee of School shall be implemented after being approved by School Council Meeting. Regulations drafted by Teacher Evaluation Committee of College (or Institute) shall be implemented after being approved by Teacher Evaluation Committee of School. Regulations drafted by Teacher Evaluation Committee of Department (or the same level) shall be verified and implemented by Teacher Evaluation Committee of School after being approved by Teacher Evaluation Committee of College.

Article 22 When three degrees of Teacher Evaluation Committees of the university reach an agreement upon suspension, dismissal, refusal of reengagement of a teacher, the university shall notify the party in writing, stating its reasons. If the party has any disagreement with the committees' decisions, he or she may appeal to Faculty Plea and Arbitration Committee.

Article 23 The university's departments and administrative offices shall report their needs of staff members to the President based on the university's personnel quota; the President shall then appoint the required staff members. The principle of appointment shall be in accordance with the qualifications stipulated by the Ministry of Education for participation in the insurance for teachers and staff of private schools.

The ranking, appointment, salary assessment, performance evaluation, reward and punishment, promotion of staffs including Senior Specialist, Senior Compilation Officer, Specialist, Section Member, Clerk, Associate Clerk, Senior Technical Specialist, Technical Specialist, Technician, Senior Registered Nurse, and Nurse shall be processed in accordance

with relevant rules and the university's regulations.

Article 24 The organizational chart of the university's personnel quota shall be approved by School Council Meeting and reported to the Ministry of Education for ratification.

Chapter Six Student Affairs

Article 25 The university students' enrolling qualifications, the length of time for pursuing academic studies, minor study in the university or other universities, study of double degrees, courses, interuniversity optional courses, maintenance of admission qualifications, transference to other universities, departments, institutions and courses as well as suspension of school, withdrawal, disciplinary dismissal, grade assessment, transfer of credits and holiday courses, adoption and recognition of foreign degrees, treatment of enrollment relating to military service and going abroad, dual enrollment, acquisition of academic degrees, and other proceedings shall be listed in the academic rules of the university and then reported to the Ministry of Education for future reference.

The regulations of reward and punishment for the university's students will be drafted by Student Affairs Meeting and shall be reported to the Ministry of Education for future reference.

Article 26 Each university shall advise and assist its students to form a student association by holding elections in which all the students of the university have a vote, and to set up other associated self-governing organizations, in order to enhance the effectiveness of students' on-campus learning and their ability to act autonomously. Regulations governing the establishment of a student association shall be otherwise drafted.

The university's students are the members of the student association. The student association may collect membership fees from its members; the university shall collect such membership fees from the students on behalf of the student association if requested to do so. The collected fees and arranged activities shall be used and applied to the matters concerning the students' school study, living, and student affairs that are directly relevant to the students.

Article 27 In order to protect students' rights, the university shall invite the elected student delegates to attend all meetings on matters related to students' study, life, and the formulation of regulations governing reward and punishment. Besides the rules mentioned in these regulations, the regulations governing the number and selection of student delegates attending other meetings shall be drafted by the organizational rules of each meeting or committee.

Article 28 When the student association and other associated self-governing organizations are against penalties or other measures and decisions from the university, which the solving methods of administrative procedures can't satisfy the students, they may appeal to Student Plea and Arbitration Committee so as to guarantee their rights.

Chapter Seven Supplementary Provisions

Article 29 The university's regulations of different offices or departments shall be otherwise drafted.

Article 30 These organizational regulations will be verified by School Council Meeting and Board Meeting before being reported to the Ministry of Education for ratification and implementation, as shall amendments when they are made.

The English translation is for reference only. In case of any discrepancy between Chinese version and English version, the Chinese version shall prevail.

[Appendix 1] Establishment table of departments/offices in Yuan Ze University

學術單位 Academic Departments	
學院別 Colleges	下設單位 Departments
工程學院 College of Engineering	<p>(一) 機械工程學系 (設碩士班及博士班) Department of Mechanical Engineering (include master's and doctorate programs)</p> <p>(二) 化學工程與材料科學學系 (設碩士班及博士班) Department of Chemical Engineering and Materials Science (include master's and doctorate programs)</p> <p>(三) 工業工程與管理學系 (設碩士班及博士班) Department of Industrial Engineering and Management (include master's and doctorate programs)</p> <p>(四) 生物科技與工程研究所 (設碩士班) Graduate School of Biotechnology and Bioengineering (include master's program)</p> <p>(五) 工程學院英語學士班 International Bachelor Program in Engineering</p>
資訊學院 College of Informatics	<p>(一) 資訊工程學系 (設碩士班及博士班) Department of Computer Science and Engineering (include master's and doctorate programs)</p> <p>(二) 資訊管理學系 (設碩士班及博士班) Department of Information Management (include master's and doctorate programs)</p> <p>(三) 資訊傳播學系 (設碩士班) Department of Information Communication (include master's program)</p> <p>(四) 生物與醫學資訊碩士學位學程 Graduate Program in Biomedical Informatics</p> <p>(五) 資訊學院英語學士班 International Bachelor Program in Informatics</p>
管理學院 College of Management	<p>管理學院 College of Management</p> <p>(一) 博士班 Doctoral Program</p> <p>(二) 經營管理碩士班 Master of Business Administration</p> <p>(三) 財務金融暨會計碩士班 Master of Science in Finance and Accounting</p> <p>(四) 管理碩士在職專班 Executive Master of Business Administration Program</p> <p>(五) 學士班 Bachelor of Business Administration Program</p> <p>(六) 管理學院學士英語專班 English Bachelor of Business Administration Program</p>
人文社會學院 College of Humanities and Social Sciences	<p>(一) 應用外語學系 (設碩士班) Department of Foreign Languages and Applied Linguistics (include master's program)</p> <p>(二) 中國語文學系 (設碩士班) Department of Chinese Linguistics and Literature (include master's program)</p> <p>(三) 社會暨政策科學學系 (設碩士班) Department of Social and Policy Science (include master's program)</p> <p>(四) 藝術與設計學系 (設藝術與設計管理碩士班) Department of Art and Design (include master's program)</p> <p>(五) 文化產業與文化政策博士學位學程 Doctoral of Philosophy in Cultural Industries and Cultural Policy</p> <p>(六) 藝術中心 Arts Center</p> <p>(七) 人文社會學院英語學士班 International Bachelor Program in Strategic Communication, College of Humanities and Social Sciences</p>
電機通訊學院 College of Electrical and	<p>(一) 電機工程學系 (設碩士班及博士班) Department of Electrical Engineering (include master's and doctorate programs)</p> <p>(二) 電機通訊學院英語學士班</p>

Communication Engineering	International Bachelor Program in Electrical and Communication Engineering
醫學研究所 Graduate Institute of Medicine	
護理學系 School of Nursing	

教學單位 Academic Offices/Centers	
單位別 Units	下設單位 Sections
通識教學部 College of General Studies	國際語言文化中心 International Language and Culture Center
終身教育部 School of Lifelong Education	華語中心 Mandarin Learning Center
體育室 Physical Education Office	(一) 教學組 Curriculum and Instruction Section (二) 活動競賽組 Activities and Competition Section
軍訓室 Military Education Office	(一) 教學研究組 Teaching and Research Section (二) 服務支援組 Service Support Section

行政單位 Administrative Offices	
單位別 Units	下設單位 Sections
教務處 Office of Academic Affairs	(一) 註冊組 Registration Section (二) 課務組 Curriculum Section (三) 教學服務組 Teaching Service Section (四) 招生入學組 Admission Section (五) 教學卓越中心 Teaching Excellence Center
學生事務處 Office of Student Affairs	(一) 衛生保健組 Sanitary & Health Care Section (二) 生活輔導組 Life Guidance Section (三) 課外活動組 Extracurricular Activities Section (四) 諮商與就業輔導組 Counseling & Career Development Section (五) 宿舍服務組 Student Housing Service Section (六) 原住民族學生資源中心 Indigenous Students Resource Center
總務處 Office of General Affairs	(一) 事務管理組 Business Management Section (二) 工程管理組 Construction Maintenance Section (三) 財務管理組 Finance and Property Management Section (四) 警衛隊 Campus Security Squad
研究發展處 Office of Research and Development	(一) 研發行政組 R&D Administration Division (二) 產學合作組 Industry-Academia Collaboration Division (三) 遠東產學中心 Center for Academia and Industry Collaboration of Far Eastern Group
	(一) 諮詢推廣組 (二) 圖書管理組 (三) 系統開發組

圖書資訊服務處 Office of Library and Information Services	Section of Consultation & Promotion (四) 網路媒體組 Section of Network and Media	Section of Library Management	Section of System Development
全球事務處 Global Affairs Office	(一) 國際合作組 International Cooperation Section	(二) 大陸暨僑生交流組 Overseas and Mainland Chinese Students Affairs Section	(三) 國際專修部 International Foundation Program
人事室 Personnel Office			
會計室 General Accounting Office	(一) 會計組 Accounting Section	(二) 審核組 Audit Section	
秘書室 Secretariat Office	(一) 校務研究中心 Institutional Research Center	(二) 公共事務暨校友服 務中心 Public Affairs and Alumni Service Center	
環境保護暨安全 衛生中心 Environmental Protection and Occupational Safety and Health Center			
醫護學院籌備處 College of Medicine and Nursing (Preparatory Office)			

Remarks: Excluding task-oriented, pilot units or research centers established due to school development or research needs, policies or plans of the competent authority, and non-permanent units such as self-initiated research centers.