

Yuan Ze University Regulations for the Establishment and Adjustment of Colleges, Departments, Graduate Institutes, Degree Programs, and Admission Quotas

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Article 1 To align with national policies on talent cultivation, address industrial and societal development needs, and reflect the strategic priorities or enrollment trends of the university and its academic division, these regulations are established according to the University Act and its Enforcement Rules, the MOE's Standards for the Total Development Scale and Resource Requirements for Post-Secondary Schools, and the Article 4 of Yuan Ze University Organizational Regulations. These regulations aim to govern the establishment and adjustment of academic divisions, the expansion or reduction of total admission quotas, and the allocation of admission quotas among academic divisions.

Article 2 Establishment of academic divisions includes the creation of new colleges, departments, graduate institutes, enrollment groups, or degree programs open to external admissions. Adjustments include renaming, merging, merging with renaming, suspending admissions, reinstating admissions, or dissolving academic divisions.

These regulations do not cover programs approved separately by the MOE, such as industry-specific, international, or Indigenous programs, colleges or programs that are not open to external admissions, and programs with additional quotas.

Article 3 Colleges, departments, graduate institutes, and degree programs may proactively plan and apply for establishment or adjustments based on academic development trends, workforce demands in industry and society, and their respective developmental objectives or enrollment trends.

Based on its strategic priorities or future developmental needs or to enhance resource utilization efficiency, the university may establish or adjust colleges, departments, graduate institutes, and degree programs. The procedures are as follows:

1. For establishment or adjustments within existing fields, the President shall designate a Vice President or the Dean of Academic Affairs to collaborate with relevant academic division heads to oversee the process. If necessary, a committee may be convened to evaluate and propose plans.
2. To establish colleges, departments, and graduate institutes in new fields, the President shall designate a Vice President or the Dean of Academic Affairs to organize a preparatory committee comprising internal and external experts and pertinent university

academic and administrative heads. Organizational regulations for such committees will be separately stipulated upon approval by the Executive Council Meeting.

In cases specified in the second subparagraph of the preceding paragraph, where establishing a preparatory office is required to facilitate the application process due to specific academic needs, the approval of the University Development Committee, the University Affairs Meeting, and the Board of Trustees must be obtained. Proposals approved by the MOE may directly establish a preparatory office to manage admissions and preparatory tasks.

Article 4 The university may apply to the MOE to expand or reduce total admission quotas based on enrollment trends, graduate employment, and strategic development plans.

Expansion of total admission quotas involves increasing or restoring part of previously reserved quotas, subject to MOE requirements.

Reducing total admission quotas involves voluntarily reserving quotas, deducting quotas due to unmet enrollment or faculty quality criteria set by the MOE, adhering to nationwide quota reductions mandated by the MOE, and so on.

Adjustments related to quota expansion, deduction, or uniform reduction will be coordinated by a Vice President or the Dean of Academic Affairs as designated by the President. Subsequent allocation to relevant academic divisions will be made upon approval by the Executive Council Meeting or consensus among college deans.

Article 5 Adjustments to academic divisions and admission quotas are primarily based on new student enrollment rates and departmental evaluation outcomes. Consideration will also be given to academic fields' developmental alignment with societal needs and their educational and research contributions.

Academic divisions will be subject to review for adjustment under any of the following conditions:

1. The new student enrollment rate in any academic program (excluding doctoral programs) is below 70% for two consecutive years.
2. The new student enrollment rate in any academic program (excluding doctoral programs) is below 50%.
3. Failure to pass the most recent departmental evaluation or receive conditional approval at the follow-up review.

Article 6 The procedures, schedules, planning principles, and application forms for the establishment or adjustment of academic divisions and admission quotas shall be determined and announced annually in accordance with relevant MOE policies, regulations, and provisions.

Special conditions must be submitted for discussion at the Executive Council Meeting (or Admissions Committee, Academic Affairs Meeting) or approved by a coordinating meeting or the President.

Article 7 Applications for establishing or adjusting academic divisions and admission quotas must comply with the MOE's Standards for the Total Development Scale and Resource Requirements for Post-Secondary Schools.

The proposing unit may consult external experts and scholars to review its proposals for establishing new academic divisions.

In cases of renaming, merging, or suspending admissions for academic divisions, the proposing unit must communicate with affected stakeholders (e.g., students, faculty, and staff) during the planning phase to explain measures safeguarding their rights and interests. These measures must be announced at least one month before the University Affairs Meeting.

Stakeholder communications may include meetings or documents explaining the rationale for renaming, merging, or suspending measures to protect students' educational rights and faculty and staff placement plans.

Article 8 All applications must be approved by departmental and college-level meetings of the academic divisions involved. Applications for establishing new colleges, departments, and graduate institutes must be approved by preparatory committees.

Exceptions apply for decisions approved by university-level meetings (e.g., Executive Council Meeting, Admissions Committee, or Academic Affairs Meeting) or unforeseen but urgent justifiable causes.

Article 9 Proposals are consolidated and presented for discussion at the Admissions Committee (or Academic Affairs Meeting). Subsequently, they are reviewed for approval by the University Development Committee, the University Affairs Meeting, and the Board of Trustees before submission to the MOE by the Office of Academic Affairs.

If necessary, the President may designate the Vice President or Dean of Academic Affairs to convene discussions and coordination among relevant academic division heads before submitting the proposal or as directed by decisions of relevant meetings.

Article 10 If the MOE revises relevant policies or guidelines or provides review comments requiring revisions to submitted proposals within a specified timeframe, the Office of Academic Affairs will propose adjustments for approval by a university-level meeting or the President, with the concurrence of the relevant college Dean.

Article 11 To enhance enrollment quality, the Office of Academic Affairs will coordinate with academic divisions to review and adjust quota plans in accordance with the MOE's schedules and the university's most recent enrollment performance. These adjustments must be approved by the President or university-level meeting prior to submission to the MOE.

Article 12 Resources for MOE-approved proposals, including faculty, space, and budgets, will be allocated per university rules.

Article 13 These regulations take effect upon approval by the Executive Council Meeting. Amendments shall follow the same procedure.

In case of any discrepancy between the Chinese and English versions, the Chinese version shall prevail.