

Yuan Ze University Regulations for Campus Spaces Planning Committee

April 17, 2000, Passed by the 8th Executive Council Meeting of the 1999 Academic Year

March 24, 2003, Amended by the 13th Executive Council Meeting of the 2002 Academic Year

April 27, 2022, Amended by the 20th Executive Council Meeting of the 2021 Academic Year

Article 1. To align with the development of the University's administrative affairs, the University-level Spaces Planning Committee (hereinafter referred to as "the Committee") is established to promote the rational allocation and efficient management of campus building spaces.

Article 2. The members of the Committee shall include the following:

1. Convener: The Vice President.
2. Committee Members: Provost, the Dean of Student Affairs, the Dean of General Affairs, the Dean of Research and Development, the Dean of Library and Info. Service, the Chief of Global Affairs Office, the Secretary General, the deans of all colleges, the Dean of College of General Studies, and the Director of the School of Lifelong Education.
3. The Chairperson may invite other relevant personnel to attend meetings as needed.

Article 3. The responsibilities of the Committee are as follows:

1. To establish the conditions for the free allocation of space, ensuring that space usage aligns with the University's development goals and needs.
2. To formulate pricing standards for the rental of spaces to effectively manage and utilize resources.
3. To evaluate and review requests for additional or adjusted space requirements from academic and administrative units.
4. To approve the scope and rules for the use and management of campus spaces.
5. To assess and plan for future space needs and recommend construction projects for new buildings.

Article 4. The Secretariat and Executive Unit of this Committee is the General Affairs Office. The General Affairs Office shall separately establish rental management regulations for on-campus research laboratories, industry-academia/research centers, and office spaces.

Article 5. When academic or administrative units submit space requirement applications, the

General Affairs Office shall handle the initial review and provide recommendations. Applications shall then be submitted to the Committee for final approval.

Article 6. The Committee shall convene meetings once per semester as a general rule. Special meetings may be called when necessary. Meetings shall require the attendance of at least half of the committee members to be convened and decisions shall require the approval of more than half of the members present.

Article 7. These regulations shall take effect upon approval by the Executive Council Meeting and subsequent promulgation. Amendments shall follow the same procedure.

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