

國立臺灣師範大學學生事務會議規則

Regulations Governing the National Taiwan Normal University Student Affairs Committee

100年11月30日本校第334次行政會議修正通過

102年10月09日本校第341次行政會議通過

104年3月18日本校第347次行政會議通過

Amended and approved at the 334th Administrative Committee on November 30, 2011

Approved at the 341st Administrative Committee on October 9, 2013

Approved at the 347th Administrative Committee on March 18, 2015

第一條 國立臺灣師範大學（以下簡稱本校）依據大學法第十六條暨本校組織規則第二十三條及第五十六條之規定設學生事務會議（以下簡稱本會議）。

Article 1 National Taiwan Normal University (“NTNU”) has established a Student Affairs Committee (the “Committee”) in accordance with Article 16 of the University Act and Articles 23 and 56 of the NTNU Organizational Charter.

第二條 本會議由學務長、副學務長、教務長、總務長、各學系系主任、各研究所所長、各學位學程主任、僑生先修部主任、體育室主任、環境安全衛生中心中心主任及各學院導師代表各一人、學生代表七至十三人組成之。各學院導師代表暨學生代表任期皆一年。各學院導師代表由各學院推薦一人，學生代表之產生依照本校組織規程第五十六條規定辦理。

Article 2 The Committee shall be composed of Vice President of Student Affairs, Associate Vice President of Student Affairs, Vice President of Academic Affairs, Vice President of General Affairs, heads of NTNU departments, directors of NTNU graduate institutes, directors of NTNU degree programs, director of the Preparatory Programs for Overseas Chinese Students, executive director of the Athletic Department, director of the Environmental Safety and Hygiene Center, one representative student adviser from each college, and seven to thirteen student representatives. The term of each student adviser representative and student representative is one year. The student adviser representative from each college shall be recommended by each college, and student representatives shall be selected in accordance with Article 56 of the NTNU Organizational Charter.

第三條 本會議由學務長召開並主持之，如學務長因事不克出席時，得由副學務長為代理主席。

Article 3 The Committee is convened and chaired by the Vice President of Student Affairs. If the Vice President of Student Affairs is unable to attend, the Associate Vice President of Student Affairs may preside as acting chairperson.

第四條 本會議之職掌如下：

- 一、審查學生事務重要章則及計劃。
- 二、策劃導師制之推行事項。
- 三、策劃學生團體活動事項。
- 四、審查其它有關學務事項。

Article 4 The functions of this Committee are as follows:

1. Review important regulations and plans for student affairs.
2. Implement the student adviser system.
3. Plan activities for student organizations.
4. Review relevant matters related to student affairs.

第五條 本會議每學期舉行一次，必要時得召開臨時會議。

Article 5 The Committee meets once every semester, and an extraordinary meeting may be convened when necessary.

第六條 本會議開會時，得邀請有關人員列席。

Article 6 When the Committee is convened, relevant persons may be invited to attend.

第七條 本會議之提案以下列方式提出：

- 一、校長交議之提案。
- 二、學生事務處及所轄各組(中心、室)之提案。
- 三、各學術單位(系、所、學院)
- 四、學生自治會
- 五、會議代表5人以上連署得提案。

前項第三、四款提案單位須檢附同意提案之系(所)務會議、院務會議或學生自治會之相關會議紀錄文件。

Article 7 A motion at the Committee can be made in the following ways.

1. A motion made by the President.
2. A motion made by the Office of Student Affairs and its division (center/department).
3. By an academic unit (department, graduate institute or college)
4. By the NTNU Student Association
5. A motion jointly made by 5 or more Committee representatives.

The motion proposer in subparagraphs 3 and 4 of the preceding paragraph must attach the meeting minutes of the department (institute) meeting, college faculty meeting or the student association meeting that approved the proposal.

第八條 各項提案應於本會議開會前二週提送學生事務處，方可列入議程。

Article 8 A motion shall be submitted to the Office of Student Affairs two weeks before the

Committee convenes for inclusion in the agenda.

第九條 本會議應有出席人員過半數之出席，始得開會，應有出席人數過半數之同意，始得決議。

Article 9 More than half of the members of the Committee shall be present before the Committee can convene, and resolutions shall only be effective with the consent of more than half of the attendees.

第十條 本會議之下設學生獎懲委員會及學生膳食衛生協調委員會，其設置辦法另訂之。

Article 10 The Student Rewards and Disciplinary Committee and the Student Meal and Health Coordination Committee are established under this Committee, and the regulations for their organization are stipulated separately.

第十一條 本規則經行政會議通過後施行，修正時亦同。

Article 11 These Regulations and any amendments thereto become effective after approval by the Administrative Committee.

國立臺灣師範大學學生事務會議提案單			
會 期	學 年 度 第	學 期	提 案 日 期
案 由： 說 明： 一、 擬 辦： 附 件：			
連 署 人 簽 章：			
提 案 單 位 (人)：		提 案 單 位 主 管：	
		(如為「會議代表連署提案」，此欄免用印。)	
備 註： 學 生 事 務 會 議 提 案 方 式 如 下： 一、校長交議之提案。 二、學生事務處及所轄各組(中心、室)之提案。 三、各學術單位(系、所、學院) 四、學生自治會 五、會議代表5人以上連署得提案。			

前項第三、四款提案單位須檢附同意提案之系(所)務會議、院務會議或學生自治會之相關會議紀錄文件。

收件日期	年 月 日	承辦單位	
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Motion Proposal at NTNU Student Affairs Committee

Session	_____ semester of _____ academic year	Proposal date	(YYYYMMDD)
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Main points:
 Description:
 I.
 Proposed by:
 Attachments:

Co-signers' signatures:

Proposing unit (person):	Proposal unit supervisor: (If this is a motion jointly proposed by Committee representatives, no seal affixing is required here.)
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Note:
 A motion at the Student Affairs Committee can be made in the following ways.
 1. A motion made by the President.
 2. A motion made by the Office of Student Affairs and its division (center/department).
 3. By an academic unit (department, graduate institute or college)
 4. By the NTNU Student Association
 5. A motion jointly made by 5 or more Committee representatives.
 The motion proposer in subparagraphs 3 and 4 of the preceding paragraph must attach the meeting minutes of the department (institute) meeting, college faculty meeting or the student association meeting that approved the proposal.

Date of receipt	(YYYYMMDD)	Processed by	
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