

NATIONAL TAIWAN UNIVERSITY
Center for General Education
Rules Governing the Organization and Procedures of the
Athletic Department Affairs Meeting

May 26, 2010 Passed by the General Education Committee at its 97th meeting
December 26, 2022 Passed by the 2nd Department Affairs Meeting, fall semester, Academic Year 2022–23
February 16, 2023 Passed by the General Education Committee at its 141st meeting
March 08, 2023 Promulgation of amended Articles 1, 3, and 14

- Article 1 The National Taiwan University (NTU or “the University”) Center for General Education (“the Center”) *Rules Governing the Organization and Procedures of the Athletic Department Affairs Meeting* (“the Rules”) are formulated in accordance with Article 44 of the University’s *Organizational Charter*.
- Article 2 The Athletic Department (“the Department”) establishes the Department Affairs Meeting (“the Meeting”) as the highest decision-making body of the Department.
- Article 3 The Meeting shall be composed of full-time faculty members, administrative assistants, and staff members of the Department. Additional non-voting delegates shall include:
1. Two contract employee representatives elected from among the Department’s contract employees;
 2. One janitorial representative elected by the Department’s quota-based messengers, custodians, and technical workers;
 3. Other individuals designated by the Director of the Department.
- Elected non-voting delegates shall serve a one-year term but may serve consecutive terms if re-elected.
- Article 4 The Meeting shall be responsible for the following matters:
1. Review of the Department’s annual budget and final accounts
 2. Review of the Department’s organizational charter, bylaws, and important regulations
 3. Review of proposals submitted to various University-level meetings under the name of the Department
 4. Review of other matters related to the Department’s development
- Article 5 The Director of the Department shall be the chair of the Meeting. In the event that the Director is unable to attend in person, their designated agent shall act on their behalf.
- Article 6 The Director shall convene the Meeting at least twice per semester and shall convene interim meetings within 15 days of receiving a written petition signed by one fifth or more of the members of the Meeting.
- Article 7 The Meeting may only be convened with more than half of the members in

attendance, and a resolution may only be made with more than half of the attending members in concurrence.

If the Meeting cannot be convened as a result of unmet quorums, time-sensitive resolutions may be made through a mail-in vote. However, if one fifth (or more) of the members oppose a mail-in vote, such resolutions must be made in a physical meeting.

- Article 8 The Meeting may ask the competent personnel to submit reports and/or make oral statements as part of its effort to better understand the Department's actual operational status.
- Article 9 The Meeting may establish ad hoc committees or task forces as necessary to review motions proposed by the Meeting or submitted by a division affairs meeting. The organizational regulations for such committees and task forces shall be formulated separately.
- Article 10 The Meeting shall only review i) motions proposed by the Director of the Department, ii) motions passed by an ad hoc committee, and iii) motions proposed by an individual and countersigned by one tenth or more of the members. Extempore motions must be seconded by one tenth or more of the members in order to be reviewed.
- Article 11 Meeting documents shall be distributed to all members and delegates three days prior to the meeting date.
- Article 12 Meeting minutes shall be distributed to all attending members and non-voting delegates within three weeks of the meeting date. Stakeholders whose rights and interests may be affected by the Meeting's resolutions shall be duly notified in writing.
- Article 13 The Meeting's procedures shall be subject to the Meeting Procedures promulgated and implemented by the Ministry of the Interior.
- Article 14 The Rules shall be passed by the Meeting and the Center Affairs Meeting and then implemented on the date of promulgation.