

NATIONAL TAIWAN UNIVERSITY
Center for General Education
Regulations for the Establishment of the Center Affairs
Meeting

January 05, 2023 Passed by the 2nd Center Affairs Meeting, fall semester, Academic year 2022-23
February 14, 2023 Passed by the 3,140th Administrative Meeting
March 19, 2022 Passed by the University Council at its 1st meeting, spring semester, Academic Year 2021–22
March 20, 2023 Promulgation of amended Articles 2 through 9
(Full amendment history at the end of the document)

Article 1 The National Taiwan University (NTU or “the University”) Center for General Education (“the Center”) formulates the *NTU Regulations for the Establishment of the Center Affairs Meeting* (“the Regulations”) in accordance with Article 45-1 of the University’s Organizational Charter.

Article 2 The Center Affairs Meeting (“the Meeting”) shall be composed of the following attending representatives:

1. Ex officio representatives shall include the Center’s Director, Associate Directors, Division Director of General Education, Division Director of Liberal Education, Director of the Athletic Department, Director of the Center for Teacher Education, and directors of each program.
2. Three faculty members representatives shall include two full-time faculty members elected by the Athletic Department and one full-time faculty member jointly elected by second-level unit other than the Athletic Department.
3. One staff representative shall be elected by the Center’s employees, teaching assistants, and messengers/custodians.
4. One student representative shall be elected by students enrolled in any of the Center’s programs.

In the election of the faculty members representatives and staff representative mentioned in Subparagraph 2 of the preceding paragraph, each voter may vote up to twice the number of the representatives to be elected. Any excess will render the ballot invalid. The candidate(s) with the highest number of votes shall be elected. In the event of a tie for the final seat, the winner shall be determined by a draw of lots.

The student representative shall be a student enrolled in the University in the current academic year and shall immediately be relieved of their duties should they graduate, apply for leave of absence, or be dismissed or expelled in the middle of a term. The resulting vacancy shall be filled by another

representative elected by the students enrolled in any of the Center's programs, the succeeding representative will serve the rest of the term of the previous representative.

The duration of ex officio representatives' terms shall be the same as the term of their position. The remaining representatives shall serve a one-year term and may serve consecutive terms if re-elected.

Article 3 Selection of Meeting representatives shall, at the latest, be completed within the first two weeks of the fall semester of each academic year.

Article 4 The duties of the Center Meeting are as follows:

1. Formulation, amendment, and rescission of Center regulations.
2. Resolution of matters related to education, research, and academic affairs pertaining to the Center.
3. Submission of proposals on behalf of each unit of the Center or Center Meeting representatives.
4. Review of proposals submitted by the Center's Director.
5. Other matters that require the Meeting's deliberation in accordance with applicable regulations.
6. Other matters related to the Center operations.

Article 5 The Center's Director shall serve as convener and chair of the Meeting. When unable to attend a meeting for any reason, the Director shall appoint an acting chair from among other representatives. In the event that an acting chair is not appointed, the attending representatives shall select an acting chair from among themselves.

Article 6 Ex officio representatives may appoint a proxy in the event that they are unable to attend a meeting in person. The remaining representatives must attend meetings in person.

Article 7 The Meeting shall convene at least once per semester, and interim meetings may be called as necessary or with a written request submitted to the Center's Director supported by at least one-third of the attending representatives.

Article 8 The Meeting may only convene with more than half of its representatives in attendance, and a resolution may only be made with more than half of the attending representatives in concurrence.

Article 9 To keep track of the actual conditions of Center operations, the Meeting may ask its subordinate entities or relevant personnel to provide written documentation or make presentations at its meetings.

Article 10 The Regulations shall be passed by the Center Affairs Meeting, Administrative Meeting and the University Council and then implemented on the date of promulgation.

[Full amendment history]

January 25, 2022 Passed by the 3,112th Administrative Meeting

March 19 2022 Passed by the 1st University Council, spring semester, Academic year 2021-22
Promulgated on March 23, 2022