

## **Organizational Regulations for College Affairs and Development Committee, College of Liberal Arts, National Cheng Kung University**

Approved on January 12<sup>th</sup>, 2017 in the 2<sup>nd</sup> College Council Meeting of the 1<sup>st</sup> Semester of Academic Year 2016.

Amended and approved on April 8<sup>th</sup>, 2021 in the 1<sup>st</sup> College Council Meeting of the 2<sup>nd</sup> Semester of Academic Year 2021

1. To carry out college affairs and fulfill our goals of development, the College of Liberal Arts of National Cheng Kung University (hereinafter referred to as the College) establishes College Affairs and Development Committee (hereinafter referred to as the Committee).
2. The members of the Committee shall be composed of the following persons:
  - (1) Ex officio members: Dean, Deputy Dean, heads of departments
  - (2) Selected members: Full-time faculty members shall be elected by the department (institute) meeting of each department. Two members are elected by each department with graduate institute, and one member is elected by independent graduate institute, for a term of one year, and members may be re-elected.
3. When there are issues to be evaluated or discussed, the Dean may convene and chair the meeting as the chairperson.
4. The Committee shall consider and evaluate the following matters:
  - (1) College affairs development plans
  - (2) The planning and preparation of the newly established departments (institutes) of the College
  - (3) Changes and suspension of existing departments (institutes) of the College.
  - (4) Other matters related to the development of college affairs.
5. When the meeting is convened, a resolution shall be made with the attendance of more than two-thirds of the committee members and the consent of more than one-half of the members present. Matters planned and approved by the Committee shall be submitted to the College Council Meeting for evaluation.
6. Members of the Committee shall attend the meeting in person. In case a member could not be present, other than the ex officio members who may entrust their deputies to attend on their behalves, the remaining members may entrust in writing to the members of their units to attend the meeting on their behalves. The rights and obligations of the entrusted agents are the same as those of members.

7. When it is necessary, related personnel can be invited to attend the meeting according to actual needs.

8. These organizational regulations are implemented after being approved by the College Council Meeting. The same shall apply when amended.