

義守大學企業管理學系預算規劃委員會設置要點

95 學年度第 1 學期第 1 次系務會議通過(95.08.10)

96 學年度第 1 學期第 5 次系務會議修定通過(96.12.14)

- 一、本要點依據「義守大學企業管理學系組織章程」第三條訂定之
- 二、本會設召集人一人，委員若干人，其產生方式，由系務會議自本系專任教師中推舉或投票產生。召集人由委員互推產生，召集人負責召集會議。委員之任期一年，得連任之。
- 三、本會之職掌如下：
 - (一) 各實驗室(含系圖書室)相關事宜之規劃。
 - (二) 年度預算案之擬定與審議。
 - (三) 重大追加或修正預算案之擬定與審議。
 - (四) 其他與系上收支相關事務之擬定與審議。
- 四、本會每學年開會一次，由系主任擔任主席，遇有重要事項得召開臨時會。
- 五、開會時須有應出席人員三分之二以上(含)出席始得開議，須有出席人員二分之一以上(含)同意始得決議。本會議案審議結果須提報系務會議認可。
- 六、本會開會時得邀相關人員列席。
- 七、本要點經系務會議決議通過後實施，修正時亦同。

Guidelines on Establishment of Budget Management Committee of Department of Business Administration at I-Shou University

Adopted on August 10, 2006 at the first meeting of the Departmental Affairs Council in the first semester of the academic year 2006

Amendments adopted on December 14, 2007 at the fifth meeting of the Departmental Affairs Council in the first semester of the academic year 2007

- I. The Guidelines on Establishment of Budget Management Committee of Department of Business Administration at I-Shou University (hereinafter referred to as the “Guidelines”) are prescribed pursuant to Article 3 of the Regulations on Organizations of Department of Business Administration at I-Shou University.
- II. The Budget Management Committee of the Department of Business Administration (hereinafter referred to as the “Committee”) consists of a convener and several committee members who shall be recommended or elected from among the full-time faculty members of the Department at the meeting of the Departmental Affairs Council. The convener shall be recommended by and selected from among the committee members and is in charge of convening the meetings. Members of the committee shall serve for one-year term and may be re-elected.
- III. The committee is responsible for:
 1. planning the lab (including the library of the Department);
 2. planning and deliberating the annual budget proposal of the Department;
 3. planning and deliberating significant supplements or amendments to the budget proposal, and
 4. planning and deliberating the revenue and expenditure of the Department.
- IV. The Committee members shall meet at least once per academic year, and the Chair of the Department shall serve as the chairperson of the meeting. Extraordinary sessions may be convened if necessary.
- V. The quorum of a meeting requires at least two-thirds of total members. With the consent of at least one-half of the members present, a decision may be made. The resolution made by the Committee shall be submitted to the Departmental Affairs Council for approval.
- VI. The relevant parties may be invited to the meeting of the Committee.
- VII. The Guidelines become effective after being adopted by the Departmental Affairs Council. The same procedure applies to any amendment to the Guidelines.

Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of these Guidelines, the Chinese language version shall prevail.