Regulations for the Establishment of General Affairs Council at I-Shou University

Article 1　　The Regulations for the Establishment of General Affairs Council at I-Shou University (hereinafter referred to as "the Regulations") are made pursuant to Article 21 of the Charter of I-Shou University.

Article 2　　The General Affairs Council (hereinafter referred to as "the Council") is responsible for:

1. improving the management of general affairs administration;
2. reviewing regulations and rules related to general affairs;
3. approving general work plans;
4. coordinating administrative affairs with other units; and
5. handling other affairs related to general affairs.

Article 3　　The Council consists of the following members: the Dean of General Affairs, the Deputy Dean of General Affairs, college deans, department chairs, program directors, the Secretary-General, the Dean of Accounting, the Director of Labor Safety and Hygiene, and the section chiefs of the Office of General Affairs. The Dean of General Affairs shall preside at council meetings and lead a discussion on the affairs as stated in Article 2. Council members shall meet at least once every semester.

The Council may invite other administrative heads and student representatives to attend a council meeting as participants without the power to vote, if necessary.

Article 4　　Any matter not mentioned herein shall be subject to the applicable regulations and rules of the University.

Article 5　　The Regulations become effective on the third day of promulgation after being adopted by the University Administration Council and ratified by the President.

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