

NATIONAL CHUNG HSING UNIVERSITY
Department of Applied Mathematics, Graduate Institute of Statistics, and Graduate
Institute of Data Science and Information Computing

Directives for Holding Joint Department/Graduate Institute Affairs Meetings

November 26, 2014 Passed by the Department/Graduate Institute Affairs Meeting

December 30, 2020 Passed by the Department/Graduate Institute Affairs Meeting

December 25, 2024 Passed by the Department/Graduate Institute Affairs Meeting

- Article 1 The Department of Applied Mathematics, Graduate Institute of Statistics, and Graduate Institute of Data Science and Information Computing (collectively, “the Department/Graduate Institutes”) have formulated the *Directives for Holding Joint Department/Graduate Institute Affairs Meetings* (hereinafter referred to as “the Directives”) in accordance with the *National Chung Hsing University Organizational Charter*.
- Article 2 The Department/Graduate Institute Affairs Meeting shall comprise full-time faculty members from the Department/Graduate Institutes.
- Article 3 Department/Graduate Institute Affairs Meetings shall be held at least once per semester. If at least one-third of the eligible attendees submit a joint request for an interim meeting, the Department chair call a meeting within 15 days.
- Article 4 The Department/Graduate Institute Affairs Meetings require the presence of at least half of the Committee members, and a resolution shall require at least half of the votes of those present. The total number of eligible attendees is calculated excluding those absent due to official duties or medical reasons.
- Article 5 The Department chair (who also serves as the director of the Graduate Institute of Statistics and Graduate Institute of Data Science and Information Computing) shall act as the meeting chair. If the Department chair is unable to attend a meetings, the attendees shall elect a faculty member at the rank of associate professor or above from among themselves to serve as the acting chair. The meetings shall focus on important Department/Graduate Institute matters.
- Article 6 A designated individual shall record the meeting minutes, which must be distributed to all members and the College of Science (hereinafter referred to as “the College”) and publicly posted within two weeks after the meetings while complying with the *Personal Data Protection Act*.
- Article 7 Student representatives shall be invited to attend the Department/Graduate Institute Affairs Meetings. The meeting chair may also invite relevant personnel to attend as needed. Attendees without voting rights may still express their opinions on relevant issues. However, when discussing student academic/campus life and reward and punishment-related matters, student representatives shall have voting rights. One undergraduate student and one graduate student shall be nominated as representatives.
- Article 8 The Directives and any amendments made hereto shall come into effect upon approval by the Department/Graduate Institute Affairs Meeting and subsequent submission to and approval by the College.