

NTUB Organizational Charter

Amended at the Second University Affairs Meeting of the 2nd Semester of Academic Year 2013 on June 5, 2014.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1030100949 on July 11, 2014.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1030111694 on July 29, 2014, effective August 1, 2014.

Filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-5 No. 1043926110 on March 26, 2015, effective retroactively from August 1, 2014.

Amended at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2014 on October 9, 2014.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1030186793 on December 22, 2014.

Amended Articles 3, 9, 11 to 17, 27, and 42 at the 2nd University Affairs Meeting of the 2nd Semester of Academic Year 2014 on June 11, 2015.

Amended Articles 11, 34 to 39, and 41 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2015 on October 8, 2015.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1040162363 on November 23, 2015, approved as amended, effective August 1, 2015.

Filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1054060113 on January 25, 2016, effective retroactively from August 1, 2015.

Amended Articles 3, 30-1, 38, and 45 at the 2nd University Affairs Meeting of the 1st Semester of Academic Year 2015 on December 10, 2015.

Amended Article 30-1 at the 1st University Affairs Meeting of the 2nd Semester of Academic Year 2015 on March 24, 2016.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1050077830 on June 22, 2016, with Article 3 effective August 1, 2016, and Articles 30-1, 38, and 45 effective retroactively from August 1, 2015.

Filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1054144867 on September 22, 2016, with Article 3 effective retroactively from August 1, 2016, and Articles 30-1, 38, and 45 effective retroactively from August 1, 2015.

Amended Articles 3, 9, 22-1, 30-1, and 55 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2016 on October 6, 2016.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1050158754 on November 10, 2016, amending Articles 3, 9, 22-1, 30-1, and 55, effective August 1, 2016.

Filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1064218879 on April 26, 2017, amending Articles 3, 9, 22-1, 30-1, and 55, effective August 1, 2016.

Amended Articles 3 and 57 at the 2nd University Affairs Meeting of the 2nd Semester of Academic Year 2016 on June 8, 2017, effective August 1, 2017.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1060104874 on July 20, 2017, amending Articles 3 and 57, effective August 1, 2017.

Filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1064248625 on July 31, 2017, amending Articles 3 and 57, effective August 1, 2017.

Amended Article 3 at the 2nd University Affairs Meeting of the 1st Semester of Academic Year 2017–2018 on December 21, 2017, effective August 1, 2018.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1070038854 on March 16, 2018, amending Article 3, effective August 1, 2018.

Filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1074436506 on April 25, 2018, amending Article 3, effective August 1, 2018.

Amended Article 7 at the 2nd University Affairs Meeting of the 2nd Semester of Academic Year 2017 on June 14, 2018, effective August 1, 2018.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1070126889 on July 27, 2018, amending Article 7, effective August 1, 2018.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1074650389 on October 9, 2018, amending Article 7, effective retroactively from August 1, 2018.

Amended Article 3 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2018 on December 13, 2018, effective August 1, 2019.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1080002178 on January 24, 2019, amending Article 3, effective August 1, 2019.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1084753617 on March 7, 2019, amending Article 3, effective August 1, 2019.

Amended Article 24 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2019

on December 19, 2019, effective retroactively from August 1, 2019.

Amended Articles 3, 9, 16, and 22-2 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2019 on December 19, 2019, effective August 1, 2020.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1090005615 on February 13, 2020, amending Article 24, effective retroactively from August 1, 2019; and amending Articles 3, 9, 16, and 22-2, effective August 1, 2020.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1094911784 on March 20, 2020, amending Articles 24, 3, 9, 16, and 22-2, effective retroactively from August 1, 2019, and from August 1, 2020, respectively.

Amended Articles 8, 29, and 55 at the 1st University Affairs Meeting of the 2nd Semester of Academic Year 2019 on June 11, 2020, effective August 1, 2020.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1090095750 on July 10, 2020, amending Articles 8, 29, and 55, effective August 1, 2020.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1094955612 on July 23, 2020, amending Articles 8, 26, and 55, effective August 1, 2020.

Amended Articles 3, 16, 31, 33, and 39 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2020 on December 17, 2020, effective August 1, 2021.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1100004696 on January 21, 2021, amending Articles 3, 16, 31, 33, and 39, effective August 1, 2021.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1105325719 on February 23, 2021, amending Articles 3, 16, 31, 33, and 39, effective August 1, 2021.

Amended Articles 3, 30, 31, and 39 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2021 on December 16, 2021, effective August 1, 2022.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1110001607 on February 9, 2022, amending Articles 3, 30, 31, and 39, effective August 1, 2022.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1115450604 on May 9, 2022, amending Articles 3, 30, 31, and 39, effective August 1, 2022.

Amended Articles 3 and 7 and added the Schedule to Article 3 at the 1st University Affairs Meeting of the 2nd Semester of Academic Year 2021 on June 16, 2022; Article 7 effective August 1, 2022.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1110063596 on July 7, 2022, amending Articles 3 and 7 and adding the Schedule to Article 3, effective August 1, 2022.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1115502164 on October 27, 2022, amending Articles 3 and 7 and adding the Schedule to Article 3, effective retroactively from August 1, 2022.

Amended Articles 9 to 20, 22-1 to 23, 27, and 34 to 40 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2022 on December 15, 2022, effective February 1, 2023; and amended the Schedule to Article 3, effective August 1, 2023.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1110130049 on February 2, 2023, amending Articles 9 to 20, 22-1 to 23, 27, and 34 to 40, effective February 1, 2023; and amending the Schedule to Article 3, effective August 1, 2023.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1125542976 on March 15, 2023, amending Articles 9 to 20, 22-1 to 23, 27, and 34 to 40, effective February 1, 2023; and amending the Schedule to Article 3, effective August 1, 2023.

Amended Articles 11, 29, 31, 33, and 39 at the 1st University Affairs Meeting of the 2nd Semester of Academic Year 2022 on June 15, 2023, effective August 1, 2023.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1120065361 on July 17, 2023, amending Articles 11, 29, 31, 33, and 39, effective August 1, 2023.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1125599396 on August 11, 2023, amending Articles 11, 29, 31, 33, and 39, effective August 1, 2023.

Amended the Schedule to Article 3 at the Extraordinary University Affairs Meeting of the 1st Semester of Academic Year 2023 on September 28, 2023, effective August 1, 2023.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1120098697 on October 23, 2023, amending the Schedule to Article 3, effective August 1, 2023.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1125637634 on November 30, 2023, amending the Schedule to Article 3, effective August 1, 2023.

Amended the Schedule to Article 3 and amended Articles 9, 11, and 22-3 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2023 on December 14, 2023, effective February 1, 2024.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1120127447 on January 8, 2024, amending the Schedule to Article 3 and amending Articles 9, 11, and 22-3, effective February 1, 2024.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1135663557 on February 17, 2024, amending the Schedule to Article 3 and amending Articles 9, 11, and 22-3,

effective February 1, 2024.

Amended Articles 11, 22-3, and 29 at the 1st University Affairs Meeting of the 2nd Semester of Academic Year 2023 on June 13, 2024, effective August 1, 2024.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1130064155 on July 4, 2024, amending Articles 11 and 22-3, effective August 1, 2024.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1135727380 on August 7, 2024, amending Articles 11 and 22-3, effective August 1, 2024.

Amended Article 22-1 at the 1st University Affairs Meeting of the 1st Semester of Academic Year 2024 on December 19, 2024, effective February 1, 2025.

Approved by the Ministry of Education, Letter Tai-Jiao-Ji (II) No. 1142300136 on January 20, 2025, amending Article 22-1, effective February 1, 2025.

Amended and filed with the Examination Yuan, Letter Kao-Shou-Quan-Fa-4 No. 1145795837 on March 6, 2025, amending Article 22-1, effective February 1, 2025.

Chapter I General Provisions

- Article 1 National Taipei University of Business (hereinafter “the University”), pursuant to Article 36 of the University Act and relevant laws and regulations, hereby adopts the “National Taipei University of Business Charter” (hereinafter “this Charter”).
- Article 2 The University’s mission is to teach the applied sciences and technologies of commerce, cultivate high-level commercial professionals, serve society, and promote national economic development.

Chapter II Organization

- Article 3 The University’s academic units comprise colleges, departments (divisions), graduate institutes, degree programs, and the Center for General Education, as detailed in the attached “Table of Academic Units of National Taipei University of Business”.
- To meet societal developments and industrial upgrading, the University may, when necessary, amend the numbers of departments, divisions, sections, programs, graduate institutes, centers, and colleges upon resolution of the University Affairs Meeting and approval by the Ministry of Education.
- Article 4 The University shall have one President, who oversees all university affairs, bears responsibility for institutional development, and represents the University externally; as a rule, the appointment term follows the semester system and begins on February 1 or August 1.
- The University shall, ten months before the President’s term expires or within two months after a vacancy occurs, establish a Presidential Selection Committee to conduct the selection of a new President and handle submission to the Ministry of Education for appointment and other related matters. The University’s regulations on presidential selection shall be formulated in accordance with the “Regulations Governing the Organization and Operation of Presidential Selection

Committees at National Universities” and implemented upon passage by the University Affairs Meeting.

Article 5 The President’s term is four years; upon completion of the term, the President may be reappointed for one further term after passing renewal procedures.

A decision on renewal shall be made ten months before the term expires, and an evaluation by the Ministry of Education shall be undertaken. Upon receipt of the Ministry’s evaluation report, the University shall convene the University Affairs Meeting; with at least two-thirds of all representatives in attendance, the representatives shall elect one from among themselves to serve as chair to preside over the meeting. The attending representatives shall exercise their right of consent on renewal based on the President’s performance in advancing university affairs, with reference to the Ministry’s evaluation results. If a majority of those present consent, the University shall submit the renewal to the Ministry of Education for reappointment.

At the meeting referred to in the preceding paragraph, the President shall recuse himself or herself.

Article 6 The President shall vacate the office under any of the following circumstances:

1. The term of office expires and the President does not seek renewal.
2. The President does not obtain renewal.
3. The President resigns.
4. Any circumstance under Article 31 of the Act Governing the Appointment of Educators applies.

Where the circumstances in subparagraph 4 apply, removal shall be initiated by a joint petition signed by a majority of the University Affairs Meeting representatives and approved by at least two-thirds of the representatives present by secret ballot, and then submitted to the Ministry of Education for approval and dismissal.

Where the President vacates the office under paragraph 1, except for the circumstance described in subparagraph 4, the President shall be appointed as a full-time faculty member of this University.

Article 7 The University may have one to three Vice Presidents, appointed by the President from among the University’s professors; external persons may also be engaged by contract to serve as Vice President. Vice Presidents assist the President in managing university affairs and in promoting academic research.

As a rule, the Vice President's term shall be the same as that of the President, and appointment letters shall be issued by academic year; however, when a vacancy in the presidency occurs, the Vice President's term may be extended until the new President assumes office.

Article 8 When the presidency is vacant, the acting duties of the President shall be assumed in the following order, subject to approval by the Ministry of Education: the Vice President, the Dean of Academic Affairs, the Dean of Research and Development, the Dean of International Affairs, the Dean of Student Affairs, and the Dean of General Affairs. Within two months, a Presidential Selection Committee shall be established and, in accordance with the presidential selection regulations, shall select a new President for submission to the Ministry of Education for appointment. When the President's term expires and the new President has not yet assumed office, the presidential duties shall be performed in the order of acting officers set out in the preceding paragraph, subject to approval by the Ministry of Education.

Article 9 The University is divided into the Taipei Campus and the Taoyuan Campus. The University shall establish the following administrative units:

1. Office of the Secretariat
2. Academic Affairs Division
3. Center for Teaching and Learning Development
4. Research and Development Division
5. International Affairs Division
6. Student Affairs Division
7. General Affairs Division
8. Library
9. Physical Education Office
10. Information and Network Center
11. Military Training Office
12. Office of Personnel
13. Office of Accounting
14. Center for Institutional Sustainability
15. Environmental Safety and Health Center
16. Department of Continuing Education

For purposes of institutional development, the University may establish additional units. The regulations governing the establishment of such units shall be prescribed by the University and, as warranted by actual

needs, implemented upon resolution of the University Affairs Meeting, or submitted to the Ministry of Education for approval in accordance with relevant laws and regulations.

- Article 10 The Secretariat shall have one Chief Secretary to handle secretarial affairs, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently, or filled by a staff member. Three sections may be established: Comprehensive Affairs, Public Relations, and Alumni Services. Each section shall have an appropriate number of staff.
- Article 11 The Office of Academic Affairs shall have one Dean of Academic Affairs to oversee university-wide registration, curriculum, multiple admissions pathways, and other academic affairs, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. Four sections may be established: Planning, Registration and Curriculum, Continuing Education, and General Academic Affairs. Each section shall have an appropriate number of staff.
- Article 12 The Center for Teaching and Learning Development shall have one Director to oversee the integration of instructional resources, professional faculty development, enhancement of student learning outcomes, development of signature teaching initiatives, accreditation and evaluation for business and management fields, and the design and oversight of learning quality assurance systems, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. Three sections may be established: Teaching Resources, Language Learning, and Learning Quality Assurance. Each section shall have an appropriate number of staff.
- Article 13 The Office of Research and Development shall have one Dean of Research and Development to oversee university-wide research and development, industry–academia collaboration, internships, career counseling, and innovation incubation, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. Three sections may be established: Research and Development, Industry–Academia Collaboration, and Internship and Career Counseling, as well as an Innovation Incubation Center. Each section and the center shall have an appropriate number of staff.
- Article 14 The Office of International Affairs shall have one Dean of International Affairs to oversee all matters relating to international exchanges,

appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. Two sections may be established: International Cooperation and International Education. Each section shall have an appropriate number of staff.

Article 15 The Office of Student Affairs shall have one Dean of Student Affairs to oversee counseling and guidance, student life guidance, extracurricular activities, services for international students, health services, service learning, and other counseling matters, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. Five sections may be established: Student Life Guidance, Extracurricular Activities, International Student Services, Psychological Counseling, and Service Learning. Each section shall have an appropriate number of staff.

Article 16 The General Affairs Division shall have one Dean of General Affairs to oversee university-wide document administration, general services, cashiering, construction and maintenance, operations and management, and other general affairs, appointed by the President from among personnel at the rank of associate professor or above to serve concurrently. Six sections may be established: Document Administration, General Services, Cashier, Construction and Maintenance, Operations and Management, and Taoyuan Campus Integrated Services. Each section shall have an appropriate number of staff.

Article 17 The Library shall have one University Librarian to oversee the collection of teaching and research materials and the provision of information services, appointed by the President from among personnel at the rank of associate professor or above to serve concurrently, or filled by a staff member, and the appointee shall possess the requisite professional expertise. Three sections may be established: Acquisitions and Cataloging, Reader Services, and Systems and Information. Each section shall have appropriate number of staff.

Article 18 The Physical Education Office shall have one Director to oversee physical education affairs, appointed by the President from among physical education faculty members at the rank of associate professor or above to serve concurrently, and an appropriate number of physical education faculty members shall be appointed. Two sections may be established: Physical Education Instruction and Competitive Sports Training. Each section shall have teaching assistants and staff members as needed.

- Article 19 The Information and Network Center shall have one Director to oversee campus informationization and network affairs, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. Where operational needs so require, two sections may be established: Systems and Network, and Administrative Information. Each section shall have an appropriate number of staff. Information technology personnel hired prior to August 2, 2001, that is, before the amendment of the “Regulations Governing the Qualifications for the Recruitment of Scarce Science and Technology Personnel at Public Colleges and Universities”, may continue in service until separation; promotions shall continue to be handled pursuant to said Regulations.
- Article 20 The Military Training Office shall have one Director, an appropriate number of military training instructors, and nursing teachers, who shall be responsible for planning and teaching military training, All-out Defense Education, and nursing courses, and for assisting with student counseling. Recruitment shall be conducted by selection, assignment, or transfer in accordance with Ministry of Education regulations. The Director shall be appointed by the President from among two to three military training instructors of equivalent rank recommended by the Ministry of Education. A Taoyuan Campus Campus Security Service Section may be established.
- Article 21 The Office of Personnel shall have one Director. Two sections may be established to handle affairs. Each section may have section chiefs, specialists, staff members, and clerks as needed, and shall administer personnel management matters pursuant to law.
- Article 22 The Office of Accounting shall have one Director. Two sections may be established to handle affairs. Each section may be staffed with section chiefs, specialists, staff members, clerks, and secretaries as needed, and shall administer budgeting, accounting, and statistics pursuant to law.
- Article 22-1 The Center for Institutional Sustainability shall have one Director to oversee university affairs and sustainability-related matters, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. Two sections may be established: Institutional Research, and Sustainability and University Social Responsibility. Each section shall have an appropriate number of staff.
- Article 22-2 The Environmental Safety and Health Center shall have one Director to

oversee environmental protection and hygiene, occupational safety, and health services for all university personnel and students, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. An Environmental and Health Services Section may be established and shall have appropriate number of staff.

Article 22-3 The Division of Continuing Education shall have one Director to oversee all continuing education matters university-wide, appointed by the President from among faculty members at the rank of associate professor or above to serve concurrently. Two sections may be established: Continuing Education Promotion, and Administration. Each section shall have appropriate number of staff.

Article 23 Each college shall have one Dean. The Center for General Education shall have one Director. Each graduate institute shall have one Director. Each department (division) shall have one Chair, and each degree program shall have one Director. They shall oversee the affairs of their respective colleges, the Center for General Education, graduate institutes, departments (divisions), and degree programs. An appropriate number of faculty members, teaching assistants, and staff members shall be appointed.

Article 24 Faculty ranks at the University are professor, associate professor, assistant professor, and lecturer. Faculty members engage in teaching, research, service, student guidance, and assistance with the University's administrative affairs. Appointments shall be made by the President upon passage by the respective Faculty Evaluation Committees at each level.

In addition to the provisions of the Teachers' Act, the University may, in its bylaws, add to the rights and obligations of faculty members, and, based on the needs of academic research and development, separately formulate regulations on suspension or nonrenewal of appointments. Such regulations shall be implemented upon resolution of the University Affairs Meeting and incorporated into appointment contracts.

The University may engage research personnel to conduct research and professional technical personnel to teach technical and professional subjects. Regulations governing their appointment, grading, and related matters shall be implemented upon resolution of the University Affairs Meeting.

The University may engage athletic coaches to provide athletic training and coaching. The sports and levels involved shall be handled in

accordance with approvals by the Ministry of Education. Regulations governing their appointment and related matters shall be implemented upon resolution of the University Affairs Meeting.

To enhance the quality of teaching and research, the University may establish chair professorships. The Regulations for Chair Professorships shall be implemented upon resolution of the University Affairs Meeting.

Article 25 The University may appoint teaching assistants to support instruction and related affairs. Recruitment and employment of teaching assistants shall be handled in accordance with applicable laws and regulations.

Article 26 Appointments of faculty members are categorized as initial appointment, renewal, and long-term appointment. The terms for initial appointment and renewal, the qualifications for long-term appointment, and other related matters shall be handled pursuant to applicable laws and the University's relevant regulations.

A faculty member who appeals their dismissal, nonrenewal, or suspension of appointment may file an appeal with the University Teachers' Appeal and Review Committee.

Article 27 One to two candidates shall be nominated for each of the following positions from among eligible faculty, before being submitted to the President for selection and appointment: for deans, from among professors; for the Director of the Center for General Education, institute directors, department (division) chairs, and degree program directors, from among faculty at the rank of associate professor or above. For newly established or merged colleges, centers, institutes, departments (divisions), or degree programs, the first dean, center director, institute director, department (division) chair, and degree program director shall be selected and appointed by the President.

Deans, the Director of the Center for General Education, institute directors, department (division) chairs, and degree program directors shall vacate the office upon expiration of term without seeking renewal or failing to obtain renewal, upon voluntary resignation, or for other reasons. Where the office is vacated for reasons not arising from statutory causes, such removal shall require a joint petition signed by at least one-half of the faculty members of the respective college, Center for General Education, institute, department (division), or degree program, and a resolution adopted by at least two-thirds of those present at a meeting attended by at least two-thirds of the respective body, before submission to the President for approval.

Procedures for selection, renewal, and dismissal of deans, center directors, institute directors, department (division) chairs, and degree program directors shall be handled in accordance with the University's relevant recommendation guidelines.

Article 28 Where the nature of an institute and a department (division) is similar, the institute director (or division head) shall concurrently serve as the department chair.

Article 29 Administrative heads of administrative units and of the Affiliated Open University of Continuing Education who serve concurrently as faculty shall, unless released from or resigned from the concurrent post with approval of the President, serve a one-year term, renewable consecutively, and aligned with the academic year, with appointment letters issued by academic year.

When the President leaves office, the administrative heads described in the preceding paragraph shall tender their resignations upon the assumption of office by the new President; their terms shall be deemed to have expired, and reappointment shall be made by the new President. Heads of academic units, concurrently serving as faculty, shall serve for a term of three years and the term may be renewed once, with appointment made by the President pursuant to regulations; appointment letters shall be issued by academic year.

Article 30 Section chiefs of second-level units shall concurrently serve as faculty members at the rank of lecturer or above, or by staff members. The section chiefs of the Student Life Guidance Section, Extracurricular Activities Section, International Student Services Section of the Office of Student Affairs, and the Taoyuan Campus Campus Security Service Section of the Military Training Office may also be concurrently served by military training instructors. Directors of second-level units shall concurrently serve as faculty members at the rank of lecturer or above.

Chapter III Meetings and Committees

Article 30-1 Deleted.

Article 31 The University shall establish the University Affairs Meeting to deliberate and decide major university matters. Its membership shall consist of the President, Vice Presidents, first-level academic and administrative heads, the Director of University Affairs of the Affiliated Open University of Continuing Education, faculty representatives, teaching assistant and staff representatives, worker representatives, and student representatives. The number of faculty representatives shall be

not less than one half of all members of the meeting, among whom those holding qualifications at the rank of associate professor or above shall be not less than two thirds of the faculty representatives.

The representatives referred to in the preceding paragraph shall be selected as follows:

1. Faculty representatives: elected by each college, the Center for General Education, and the Physical Education Office.
2. One representative for research personnel, military training instructors, and teaching assistants.
3. Two staff representatives, including rare science and technology personnel.
4. One representative for technicians and workers.
5. Student representatives: not less than one tenth of the total membership of the meeting. The selection procedures for the representatives in the preceding subparagraphs shall be prescribed separately.

The term of office for representatives to the University Affairs Meeting shall be one academic year, and representatives may be re-elected for consecutive terms.

The University Affairs Meeting shall be convened at least once each semester by the President, who shall serve as chair. If the President is unable to preside, the Vice President or the Dean of Academic Affairs shall act in that order. Where at least one fifth of those required to attend the University Affairs Meeting request an extraordinary meeting, the President shall convene the meeting within fifteen days.

Article 32 The University Affairs Meeting shall deliberate the following matters:

1. The university development plan and its budget.
2. The Charter and other important bylaws and regulations.
3. The establishment, modification, or suspension of colleges, departments, graduate institutes, and affiliated units.
4. Important matters of academic affairs, research and development, international affairs, student affairs, general affairs, and other major internal matters.
5. Discussion and formulation of teaching evaluation measures.
6. Resolutions adopted by committees or task forces established by the University Affairs Meeting.
7. Motions submitted to the meeting and matters proposed by the

President.

- Article 33 The University shall establish the Administrative Meeting, comprised of the President, Vice Presidents, academic heads, first-level administrative heads, and the Director of University Affairs of the Affiliated Open University of Continuing Education. The President shall serve as chair, and the Meeting shall decide important administrative matters of the University. When necessary, the President may designate relevant personnel to attend.
- Article 34 The University shall establish the Academic Affairs Meeting, composed of the Dean of Academic Affairs, the Director of the Center for Teaching and Learning Development, the Dean of Research and Development, the Dean of International Affairs, the Dean of Student Affairs, the Dean of General Affairs, the Director of the Military Training Office, the University Librarian, the Director of the Physical Education Office, the Director of the Information and Network Center, the deans of the colleges, the Director of the Center for General Education, institute directors, department chairs, degree program directors, the second-level supervisors of the Office of Academic Affairs, one faculty representative each from the Center for General Education, the Physical Education Office, and each institute, department, and degree program, and four student representatives. When necessary, relevant personnel may be invited to attend. The Dean of Academic Affairs shall serve as chair. The Meeting shall discuss important matters related to academic affairs and shall be convened once each semester, with extraordinary meetings convened as needed.
- Article 35 The University shall establish the Teaching Development Meeting, composed of the Director of the Center for Teaching and Learning Development, the Dean of Academic Affairs, the Dean of Research and Development, the Dean of International Affairs, the Dean of Student Affairs, the Dean of General Affairs, the Director of the Military Training Office, the University Librarian, the Director of the Physical Education Office, the Director of the Information and Network Center, the deans of the colleges, the Director of the Center for General Education, institute directors, department chairs, degree program directors, the second-level supervisors of the Center for Teaching and Learning Development, and one faculty representative each from the Center for General Education, the Physical Education Office, and each institute, department, and degree program, together with four student

representatives. When necessary, relevant personnel may be invited to attend. The Director of the Center for Teaching and Learning Development shall serve as chair. The Meeting shall discuss important matters concerning teaching development and shall be convened once each semester, with extraordinary meetings convened as needed.

Article 36 The University shall establish the Research and Development Meeting, composed of the Dean of Research and Development, the Dean of Academic Affairs, the Director of the Center for Teaching and Learning Development, the Dean of International Affairs, the Dean of Student Affairs, the Dean of General Affairs, the deans of the colleges, the Director of the Center for General Education, institute directors, department chairs, degree program directors, the second-level supervisors of the Office of Research and Development, and one faculty representative each from the Center for General Education, the Physical Education Office, and each institute, department, and degree program, together with four student representatives. When necessary, relevant personnel may be invited to attend. The Dean of Research and Development shall serve as chair. The Meeting shall discuss important matters concerning research and development and shall be convened once each semester, with extraordinary meetings convened as needed.

Article 37 The University shall establish the International Affairs Meeting, composed of the Dean of International Affairs, the Dean of Academic Affairs, the Director of the Center for Teaching and Learning Development, the Dean of Research and Development, the Dean of Student Affairs, the Dean of General Affairs, the Director of the Information and Network Center, the deans of the colleges, the Director of the Center for General Education, the Director of the Physical Education Office, institute directors, department chairs, degree program directors, the second-level supervisors of the Office of International Affairs, and one faculty representative each from the Center for General Education, the Physical Education Office, and each institute, department, and degree program, together with four student representatives. When necessary, relevant personnel may be invited to attend. The Dean of International Affairs shall serve as chair. The Meeting shall discuss important matters concerning international affairs and shall be convened once each semester, with extraordinary meetings convened as needed.

Article 38 The University shall establish the Student Affairs Meeting, composed of the Dean of Student Affairs, the Dean of Academic Affairs, the Director

of the Center for Teaching and Learning Development, the Dean of Research and Development, the Dean of International Affairs, the Dean of General Affairs, the Director of the Military Training Office, the University Librarian, the Director of the Physical Education Office, the Director of the Information and Network Center, the deans of the colleges, the Director of the Center for General Education, institute directors, department chairs, degree program directors, the second-level supervisors of the Office of Student Affairs, and one faculty representative each from the Center for General Education, the Physical Education Office, and each institute, department, and degree program, together with six student representatives. When necessary, relevant personnel may be invited to attend. The Dean of Student Affairs shall serve as chair. The Meeting shall discuss important matters concerning student affairs and shall be convened once each semester, with extraordinary meetings convened as needed.

Article 39 The University shall establish the General Affairs Meeting, composed of the Dean of General Affairs, the Dean of Academic Affairs, the Director of the Center for Teaching and Learning Development, the Dean of Research and Development, the Dean of International Affairs, the Dean of Student Affairs, the Chief Secretary, the Director of the Military Training Office, the Director of the Office of Personnel, the Director of the Office of Accounting, the University Librarian, the Director of the Physical Education Office, the Director of the Information and Network Center, the deans of the colleges, the Director of the Center for General Education, institute directors, department chairs, degree program directors, the Director of University Affairs of the Affiliated Open University of Continuing Education, the second-level supervisors of the General Affairs Division, two worker representatives, and four student representatives. When necessary, relevant personnel may be invited to attend. The Dean of General Affairs shall serve as chair. The Meeting shall discuss important matters concerning general affairs and shall be convened once each semester, with extraordinary meetings convened as needed.

Article 40 Each college shall establish a College Affairs Meeting, composed of the dean, institute directors, department chairs, degree program directors, full-time faculty representatives, teaching assistants, staff representatives, and student representatives. The dean shall serve as chair. The Meeting shall discuss the college's development plan, teaching, research, and

other college affairs.

The Center Affairs Meetings of the Center for General Education and of the Physical Education Office shall be composed of the Center director, full-time faculty members, teaching assistants, and staff members. The center director shall serve as chair. The Meetings shall discuss matters concerning teaching, research, guidance, service, and other affairs of the Center for General Education and the Physical Education Office.

Each institute, department (division), and degree program shall establish an affairs meeting composed of the institute director, the department (division) chair, the degree program director, full-time faculty members, teaching assistants, and staff members. The institute director, department (division) chair, or degree program director shall serve as chair. The meeting shall discuss matters concerning teaching, research, guidance, service, and other affairs of the respective institute, department (division), or degree program.

Article 41 Each division, library, center, and office shall establish an affairs meeting composed of the head of the unit and relevant members. The head of the unit shall serve as chair, and the meeting shall discuss matters pertaining to that unit.

Article 42 The University shall establish three tiers of Faculty Evaluation Committees at the university; at the college level (including the Center for General Education and the Physical Education Office); and at the institute, department (division), and degree program levels. These committees shall review matters concerning faculty appointment, renewal, term of appointment, promotion, further study, academic research, and the determination of causes for suspension, dismissal, nonrenewal, or layoff, as well as other major related matters.

Matters concerning faculty of the Center for General Education and the Physical Education Office, including appointment, renewal, term of appointment, promotion, further study, academic research, and the determination of causes for suspension, dismissal, nonrenewal, or layoff, and other major related matters, shall be reviewed by the respective center/office Faculty Evaluation Committee and then submitted directly to the University Faculty Evaluation Committee for review.

The tiers, composition, and operating rules of the Faculty Evaluation Committees shall be implemented upon resolution of the University Affairs Meeting and approval by the President.

Regulations for the Faculty Evaluation Committees of each college, the

Center for General Education, the Physical Education Office, and each institute, department (division), and degree program shall be drafted in accordance with the preceding paragraph by the respective bodies, submitted to the relevant college (center/office), institute, department (division), or degree program affairs meeting for approval, forwarded to the University Faculty Evaluation Committee for filing, and then implemented upon approval by the President.

Article 43 The University shall establish a University Development Committee to plan and formulate the University's medium- and long-term development plans and related matters. Its regulations shall be prescribed by the University and implemented upon resolution of the University Affairs Meeting.

Article 44 The University shall establish a University Fund Management Committee responsible for planning, developing revenue sources, reviewing receipts and expenditures, custody, and utilization of the University Fund. Its regulations shall be prescribed by the University and implemented upon resolution of the University Affairs Meeting.

Article 45 (Deleted)

Article 46 The University shall establish a Teachers' Appeal and Review Committee to review appeals filed by University faculty members. The essentials for its establishment and review procedures shall be prescribed by the University and implemented upon resolution of the University Affairs Meeting and approval by the President.

Decisions of the Appeal and Review Committee do not prejudice the parties' right to seek judicial relief.

Article 47 The University shall establish a Staff Appeals Review Committee to review appeals filed by University staff members. The regulations for its establishment and review procedures shall be implemented upon resolution of the Administrative Meeting and the University Affairs Meeting and approval by the President. The same shall apply to amendments.

Article 48 When necessary, the University may establish various committees. The essentials for their establishment shall be separately prescribed by the University.

Chapter IV Student Affairs

Article 49 Students of the University may elect representatives to attend the University Affairs Meeting and meetings concerning their studies,

student life, and regulations on rewards and penalties. The ratio of student representatives attending the University Affairs Meeting shall be not less than one tenth of the total number of meeting attendees.

Article 50 To enhance students' learning outcomes and self-governance, the University shall assist students, through democratic procedures, to establish a Student Association and related self-governing organizations to handle matters related to students' learning, campus life, and rights and interests.

Article 51 The Student Association may collect membership fees from its members, and upon the Association's request the University shall assist with collection.

Article 52 The University shall establish a Student Appeals Review Committee to accept cases in which students, the Student Association, or other student self-governing organizations disagree with disciplinary actions or other measures and decisions of the University, in order to safeguard students' rights and interests.

Article 53 The University shall establish a Gender Equality Education Committee to promote substantive gender equality, eliminate gender discrimination, safeguard human dignity, and build and strengthen educational resources and environments for gender equality. The essentials for its establishment shall be prescribed separately.

Article 54 The University shall establish a Dietary Hygiene Coordination Committee to ensure food hygiene and safety on campus, prevent health hazards arising from diet, supervise food service operations and the sanitary conditions of dining facilities and kitchens, and enhance service quality.

Chapter V Supplementary Provisions

Article 55 The Affiliated Open University of Continuing Education shall implement its organizational charter upon resolution of the University Affairs Meeting and approval by the Ministry of Education.

Article 56 The staffing table for the University's faculty and staff shall be prescribed separately and implemented upon approval by the Ministry of Education; the staffing table for staff positions shall be forwarded to the Examination Yuan for filing.

Article 57 The University may appoint an appropriate number of Senior Executive Officers, Section Chiefs, Secretaries, Technical Specialists, Specialists, Counselors, Staff Members, Technicians, Assistant Technicians, Assistants, Clerks, and Clerk-Typists.

The University may appoint an appropriate number of physicians, registered nurses, dietitians, and counseling psychologists. Where necessary, physicians from public or private medical institutions may be concurrently engaged.

Article 58 This Charter shall be implemented upon resolution of the University Affairs Meeting and approval by the Ministry of Education. The same shall apply to amendments.

Schedule to Article 3

Table of Academic Units of National Taipei University of Business

Colleges and Centers	Departments, Graduate Institutes, and Degree Programs
I. College of Finance and Economics (including Doctoral Program)	(I) Department of Accounting Information (Division of Accounting and Data Science): Four-Year College Program (including Continuing Education Division), Two-Year College Program (including Continuing Education Division), Five-Year Junior College Program, Master's Program (II) Department of Finance (Division/Department): Four-Year College Program (including Continuing Education Division), Two-Year College Program (including Continuing Education Division), Five-Year Junior College Program, Master's Program, Executive Master's Program in FinTech Innovation Services (III) Department of Public Finance and Taxation (Division/Department): Four-Year College Program, Two-Year College Program (including Continuing Education Division), Five-Year Junior College Program, Master's Program, Executive Master's Program
II. College of Management	(I) Department of Business Administration (Division/Department): Four-Year College Program (including Continuing Education Division), Two-Year College Program (including Continuing Education Division), Two-Year Junior College Continuing Education Division, Five-Year Junior College Program, Master's Program, EMBA Executive Master's Program (II) Department of Information Management (Division/Department): Four-Year College Program (including Continuing Education Division), Two-Year College Program (including Continuing Education Division), Five-Year Junior College Program, Master's Program in Artificial Intelligence and Business Applications (III) Graduate Institute of Information and Decision Sciences: Master's Program, Executive Master's Program
III. College of Innovation, Design and Management	(I) Department of Digital Multimedia Design: Four-Year College Program (including Continuing Education Division) (II) Department of Business Design and Management: Four-Year College Program, Two-Year College Program (III) Department of Creative Technology and Product Design: Four-Year College Program, Two-Year College Program (IV) Graduate Institute of Creative Design and Management: Master's Program, Executive Master's Program

IV. College of International Marketing	(I) Department of International Business (Division of International Trade): Four-Year College Program (including Continuing Education Division), Two-Year College Program (including Continuing Education Division), Five-Year Junior College Program, Master's Program (II) Department of Applied Foreign Languages (Division/Department): Four-Year College Program, Two-Year College Program (including Continuing Education Division), Two-Year Junior College Continuing Education Division, Five-Year Junior College Program (III) Master's Degree Program in Trade Practice Law and Negotiation: Master's Program
V. Center for General Education	