

# 國立陽明交通大學學生自治組織設置及輔導辦法

## National Yang Ming Chiao Tung University Regulations on Establishing and Advising Student Self-Governing Organizations

110年5月3日國立陽明交通大學109學年度第2學期學務會議通過  
Approved at the 2nd NYCU student affairs meeting of the 2020–2021 academic year on May 3, 2021

### 第一章 總則

#### Chapter I. General Principles

##### 第一條 【法源】

###### Article 1 Legal Source

為輔導學生自治組織，落實自治理念，培養民主素養，促進校園溝通，增進服務精神，依大學法第三十三條及本校組織規程第五十條，訂定本辦法。

These regulations are established in accordance with Article 33 of the University Act and Article 50 of the National Yang Ming Chiao Tung University (hereafter “NYCU”) charter and bylaws for the purpose of advising student self-governing organizations, practicing principles of self-governance, fostering democratic literacy, enhancing campus communications, and promoting a spirit of service.

##### 第二條 【定義】

###### Article 2 Definition

學生自治組織對內處理學生自治事項，對外代表所屬學生參與與其學習、生活與權益相關之事務。

Student self-governing organizations handle matters of student self-governance internally and represent their student members in matters relating to their studies, lives, and rights externally.

##### 第三條 【種類】

###### Article 3 Classifications

學生得依校、院、系（所）層級成立學生自治組織。

Any student may form a student self-governing organization at the university, college, or department (research institute) level.

校級學生自治組織為「國立陽明交通大學學生會」（以下簡稱學生會），為校內學生自治組織最高代表。

The student self-governing organization at the university level is named the

National Yang Ming Chiao Tung University Student Association (hereafter “the Student Association”) and shall be the highest student self-governing organizations within NYCU.

院、系(所)級學生自治組織(以下簡稱院系所學生會)以本校組織規程內學術單位(包含各學院、學系、研究所、學位學程及院屬單位)之所屬學生組成。

Student self-governing organizations at the college or department (research institute) level (hereafter “college–department–institute student associations”) are formed by students of academic units (such as colleges, departments, research institutes, degree programs, or college units) defined in NYCU charter and bylaws.

#### 第四條 【輔導單位】

#### Article 4 Advisory Unit

本辦法所稱輔導單位，學生會為學生事務處課外活動輔導組(以下簡稱課外組)；院系所學生會為其所屬該層級之學術單位，院系所學生會以二個以上學術單位聯合組織者，經單位同意得自行選定。

In these regulations, advisory units refer to the Extracurricular Affairs Division for the Student Association or to the academic unit at the particular level to which the college–department–institute student association belongs. For college–department–institute student associations formed by students belonging to two or more academic units, they may choose their advisory unit upon agreement by the academic units.

### 第二章 設立與解散

#### Chapter II. Establishment and Dissolution

#### 第五條 【設立】

#### Article 5 Establishment

學生會經本校輔導成立，並依需要設立行政部門、立法部門及司法部門分別運作。

The Student Association shall be established with the guidance of NYCU and shall set up an administrative department, a legislative department, and a judiciary department that operate separately as needed.

院系所學生會之籌組成立、管理及解散，應依各自組織規程辦理，經輔導單位核備，送課外組備查。

The establishment, management, and dissolution of college–department – institute student associations shall be handled in accordance with their charter and bylaws, approved by their advisory unit, and submitted to the Extracurricular Affairs Division

for future reference.

校級及各學術單位以成立一個學生自治組織為原則。

As a principle, a maximum of one student self-governing organization shall be established at the university and academic-unit level.

#### 第六條 【協助】

#### Article 6 Assistance

學生自治組織因故未能產出，為利學生自治與校務發展，輔導單位得予以協助組織籌設及傳承。

In the event a student self-governing organization fails to be established, in order to facilitate student self-governance and the development of student affairs, the advisory unit may assist in the establishment of the organization and the handover procedures involved.

#### 第七條 【解散】

#### Article 7 Dissolution

院系所學生會如有以下情形者，得予解散：

College-department-institute student associations may dissolve in the event of any of the following circumstances:

一、依該會組織規程之解散程序提起。

Initiation of dissolution procedures in accordance with the association's charter and bylaws.

二、停止運作滿一年，經輔導單位公告滿三十日仍未恢復。

Suspension of operations for a full year and another 30 days following notification by the advisory unit.

三、所屬輔導單位合併、分立或裁撤。

The merger, division, or abolishment of the advisory unit.

院系所學生會應於解散後一個月內清點經費及財產，並決議其分配，歸還學校之財產及空間，如有毀損遺失應負賠償及復原之責。

A college-department-institute student association shall complete an inventory of its funds and properties within one month of its dissolution, and then decide on their distribution and return any property or spaces belonging to NYCU. The student association is responsible for the compensation or recovery of any damages or losses.

前項未能如期完成者，得由輔導單位處分之。

If a student association is unable to complete the requirements of the previous

paragraph within the specified time, it may be disciplined by the advisory unit.

### 第三章 組織

## Chapter III. Organization

### 第八條 【代表人】

#### Article 8 Representative

學生自治組織之代表人任期以一學年為原則，應依公開選舉方式產生，定期辦理改選。

The representative of a student self-governing organization shall be appointed by an open election to a term of one academic year. Elections to appoint the representative shall be held regularly.

### 第九條 【成員】

#### Article 9 Members

學生自治組織成員以本校學生為限，並依所屬學生自治組織之規定享有權利及負擔義務。

The members of a student self-governing organization are limited to the students of NYCU and shall enjoy the rights and be bound to obligations set forth by the provisions of the student self-governing organization to which they belong.

本校學生為學生會之當然會員，院系所學生會得另訂所屬學生之入會規定。

The students of NYCU are ipso facto members of the Student Association; college–department–institute student associations may set their own membership rules.

### 第十條 【輔導老師】

#### Article 10 Advisors

學生會之輔導老師為課外組組長；院系所學生會之輔導老師為所屬學術單位之主管。

The advisor of the Student Association shall be the head of the Extracurricular Affairs Division. Advisors of college–department–institute student associations are the heads of the academic unit to which the student association belongs.

### 第十一條 【規程】

#### Article 11 Charter and bylaws

學生自治組織之規程應包含下列各項，並送輔導單位及課外組備查。

The charter and bylaws of a student self-governing organization shall include the following information and be submitted to the advisory unit and Extracurricular Affairs Division for future reference.

一、名稱：名稱前應冠以「國立陽明交通大學」字樣。

Name: the name of the organization shall be preceded by the wording  
“National Yang Ming Chiao Tung University.”

二、宗旨。

Mission.

三、會址。

Address.

四、組織及職掌。

Organizational structure and responsibilities.

五、成員之權利與義務。

Rights and obligations of the members.

六、幹部之種類、員額、職權、任期及遴選、解任與代理方式。

Types, number, authorities, and terms of the officers and how officers are  
elected, dismissed, and deputized.

七、會議召集及決議方式。

How convening association meetings are convened and how resolutions are  
reached.

八、會費收取之額度、方式、期間及退費事宜。

Membership dues (amounts, methods of collection, and periods) and refund  
policy.

九、辦法訂定、修改日期及修改之程序。

Dates of the establishment of association rules and all amendments thereto  
as well as the amendment procedures.

## 第十二條 【會員大會】

### Article 12 Member Meetings

學生自治組織應定期召開最高決策會議，每學年至少一次，其會議記錄應向會員公布。

The student self-governing organization shall regularly hold at least one highest decision meeting every academic year, and the minutes of the meeting shall be promulgated to the members.

最高決策會議之定義如下：

Highest decision meetings are defined as follows:

一、採權力分立體制者，為立法部門。

In organizations governed by a separation of powers, the highest decision-making body is the legislative department.

二、採理監事會體制者，為會員大會或會員代表大會。

In organizations governed by a supervisory board, the highest decision-making body is the member meeting or member representative meeting.

#### 第四章 自治事項

### Chapter IV. Self-governance

#### 第十三條 【組織運作】

#### Article 13 Organizational Operations

學生自治組織之運作包括下列事項：

The operations of a student self-governing organization include the following:

一、組織章程及自治辦法修訂。

Amendments to the charter, bylaws, and self-governance rules.

二、會議召開方式及決議條件。

The convening of meetings and conditions of resolution.

三、代表人及幹部選任。

The appointment of representatives and officers.

四、會員參與及退出條件。

The conditions of member participation and withdrawal.

五、會費收取及財務管理。

The collection of membership dues and the management of finances.

六、校內會議代表推派。

The selection of a representative to university meetings.

七、會務推展及活動舉辦。

The promotion of association affairs and the organization of events.

八、文宣及刊物製作。

The creation of promotional literature and publications.

九、所屬場地空間使用管理。

The management of venues and spaces in the possession of the organization.

十、其他事項。

Other matters.

#### 第十四條 【會費】

#### Article 14 Membership Dues

學生自治組織得向會員收取會費，並明定會費收取之權利、義務、數額、項目、方式、時間、比例、對象、減免及退費等事項。

A student self-governing organization may collect membership dues from its members and stipulate the collection details (amounts, items, methods, times, proportions, and payers), the rights and obligations entailed by the membership dues, and exemptions and refunds.

前項會費以自由繳交為限。

The membership dues mentioned in the preceding paragraph shall not be obligatory.

#### 第十五條 【經費】

#### Article 14 Funding

學生自治組織之經費使用應符合下列原則：

A student self-governing organization shall comply with the following principles in their use of funding:

一、財務採學年制，並以代表人實際交接日為基準日。

Finances are accounted by the academic year, with the base dates determined by the actual dates of representative handover.

二、經費應周詳規劃妥善運用，訂定預算、會計、決算、稽核及財產管理規定，專款專用，定期向會員公布，並接受輔導單位查核。

Regulations on budgeting, accounting, final accounts, auditing, and property management shall be stipulated to facilitate the meticulous planning and proper use of funding; these regulations shall be regularly promulgated to the association members and audited by the advisory unit. Earmarked funds may only be spent for the specified purpose.

三、校外單位贊助之經費，應符合其贊助之目的。

Funding from sponsors outside NYCU shall comply with the purpose of the sponsorship.

四、財務應自行籌措、量入為出，並定期公開徵信。

The organization shall raise its own funds, budget its own spending, and conduct open investigations on their spending regularly.

五、學校補助之經費(含校外單位存入本校之捐款)應遵守政府機關及本校之會計規定。

Funding through school subsidies (including donations from non-NYCU entities) shall comply with the accounting regulations prescribed by government agencies and NYCU.

**第十六條 【交接】**

**Article 16 Handovers**

學生自治組織辦理交接，應將帳務、財產、印章(信)、活動檔案及會議記錄等完整資料移交，並於交接完成時將有關紀錄送輔導單位備查。

Handovers of a student self-governing organization shall involve the complete transfer of information, including the organization's accounts, properties, stamps and seals, event documents, and meeting minutes. Documentation of the handover shall be submitted to the advisory unit for future reference.

**第五章 輔導事項**

**Chapter V. Advisory matters**

**第十七條 【活動宗旨】**

**Article 17 Activity Purposes**

學生自治組織之活動內容應符合成立之宗旨，並遵守各場地、器材及文宣物張貼之規範及申請期限，如有損毀或遺失者，應限期復原或賠償。

The activities of a student self-governing organization shall adhere to the purpose of its establishment. The organization shall apply to use venues and equipment and post publicity fliers by the specified deadline and abide by the relevant regulations. The organization must provide timely compensation for any damages or losses.

**第十八條 【研習課程】**

**Article 18 Workshops**

學生自治組織得參加本校舉辦之相關研習課程或活動。

A student self-governing organization may participate in workshops or activities organized by NYCU.

**第十九條 【安全宣導】**

**Article 19 Safety Awareness Campaigns**

學生自治組織舉辦活動應配合教育部及學校制定相關安全宣導事項。

Activities organized by a student self-governing organization shall established safety awareness measures in accordance with policies of the Ministry of Education and NYCU.

**第二十條 【合約】**

## Article 20 Contracts

學生自治組織如有簽訂合約之需求，應經內部成員決議後，由代表人為之，並送輔導單位備查。

In the event a student self-governing organization needs to sign a contract, the contract shall be deliberated and approved by its members, signed by the representative, and then submitted to the advisory unit for future reference.

## 第二十一條 【補助】

### Article 21 Subsidies

輔導單位得視其年度預算情形，補助學生自治組織運作所需之費用。

An advisory unit may, based on the circumstances of its annual budget, subsidize the expenses required for the operations of the student self-governing organization it oversees.

## 第二十二條 【獎勵】

### Article 22 Rewards

為鼓勵學生自治組織健全發展，輔導單位得提報學生自治組織表現優良之代表人與幹部獎勵名單，送相關單位審核。

To encourage the robust development of the student self-governing organization, the advisory unit may nominate outstanding representatives and officers and submit the list of nominees to the relevant departments for review and approval.

## 第二十三條 【懲處】

### Article 23 Disciplinary Actions

學生自治組織違反政府法令或學校規定者，得由輔導單位暫停其與違規事項相關權利行使或活動舉辦權限、依校規處理，並負法律責任。

A student self-governing organization in violation of government or NYCU regulations may be suspended by its advisory unit from exercising rights or organizing events relating to the violation. The student self-governing organization shall be disciplined by the advisory unit in accordance with NYCU regulations and shall be legally liable for the violation.

## 第二十四條 【申訴】

### Article 24 Appeals

學生自治組織如不服本校各單位之懲處或其他措施及決議之事件，應循本校學生申訴管道進行申訴，以保障學生權益。

If a student self-governing organization is not satisfied with disciplinary actions

or other measures and resolutions by parties within NYCU, the organization shall file an appeal in accordance with NYCU student appeal channels to safeguard the rights and interests of students.

## 第六章 附則

### Chapter VI. Supplementary provisions

#### 第二十五條 【個資】

##### Article 25 Personal Information

學生自治組織對於會員個人資料應善盡保密責任，並符合個人資料保護法及相關規定。

A student self-governing organization shall ensure the confidentiality of the personal information of its members and comply with the Personal Data Protection Act and other regulations on personal information.

#### 第二十六條 【例外規範】

##### Article 26 Exceptions

本法未盡之處，得依政府及學校相關規定處理。

Matters not covered in these regulations shall be handled in accordance with relevant government and NYCU regulations.

#### 第二十七條 【修訂程序】

##### Article 27 Amendments

本辦法經學生事務會議通過後實施。

These regulations and any amendments thereto shall be implemented following approval by the Office of Student Affairs.