

Tamkang University Student Association Organization Charter

Secretariat Regulation No. 1040000008 (03/27/2015)

Chapter 1 General Provisions

Article 1

Following regulations of Article 4 of Tamkang University Regulations for the Guidance of the Student Association, these regulations were specially enacted.

Article 2

The Tamkang University Student Association is a first level autonomous organization for the students of this school; hereafter it is abbreviated this association.

Article 3

The organization charter of this association is the highest level of regulations for autonomous student organizations of this school. The regulations of any other autonomous student organizations which conflict with this association's organization charter are invalid.

Article 4

This association is divided into the Administrative Center, the Student Assembly (hereafter abbreviated assembly) and the Student Arbitration Board (hereafter abbreviated board); separately they shall be charged with the administrative, legislative and judicial affairs of this association.

Article 5

The guidance unit of this association is the school's Office of Student Affairs.

Article 6

This association on behalf of the entire membership implements the following affairs listed below:

1. The overall management of student of affairs, and coordinating and handling of the public affairs related to all the school's students.
2. For the various items of off-campus activities and their participation; for the planning, coordinating, and handling of school-wide activities, promoting student benefits, and expressing student opinions.
3. Overall planning of the utilization of the association's membership dues.
4. Have the right to make recommendations about the school's affairs; recommend a student representative to formally attend the various meetings based on the related school regulations.

Article 7

This association shall set up an association affairs meeting, which shall be convened

by the association president at regular times. The administrative center, the assembly and the board shall each send two representatives to attend the meetings; other related individuals shall be invited to attend to offer explanations. The main points for setting up this meeting shall be separately determined.

Chapter 2 Members

Article 8

All students that are formally registered at Tamkang University as current students are members of this association.

Article 9

Members as far as the category of autonomous student affairs is concerned are uniformly equal.

Article 10

The members of this association possess the rights list below:

1. The right to publicly express one's opinion in the association.
2. The right to request the improvement of university education and university student living environment through this association.
3. The right to vote and recall.
4. The right of referendum.
5. The right to join the organizations under this association.
6. The right to participate in the activities held by this association.

Article 11

Members have the duty to pay the association dues, abide by the organization charter and the resolutions of this association.

Chapter 3 Student Association President and Vice Presidents

Article 12

This association shall set up one president and two vice presidents (one for the Tamsui campus and one for the Lanyang campus); the term of office is one year starting from August 1 until July 31 of the next year; after one full term is up, they cannot renew their terms of office.

The president and vice presidents shall be elected into office in May of each year by holding a general, equal, direct, and secret style of voting; the procedure of election and recall will be separately determined.

Article 13

When a new association president cannot be supplied, then the assembly speaker shall be the acting president and also hold a by-election to select a new one.

If in the end the first by-election likewise does not produce a new president, the

assembly speaker shall be the acting president until the completion of the term. The assembly speaker forfeits his/her assembly representative office.

Article 14

The association president's duties are listed below:

1. For off-campus dealings the president will represent this association; on-campus the president shall lead the administrative center, the assembly, the board, and will represent this association when invited to attend various school meetings.
2. The right to engage or dismiss the administrative center executive according to regulations.
3. The right to put forward a motion to the assembly, to cover a motion and to name personnel to the board.
4. Based upon his/her political viewpoint, the president should set up related departments following the administrative center executive seeking and getting the assembly's approval; the duration of the departments will last until the president's term expires.
5. At the request of the administrative center executive, the president should dissolve the assembly when the administrative center executive puts forward a no-confidence motion.

Article 15

When the association president considers an assembly resolution to be difficult to implement, he/she should within two weeks after its passage ask the assembly to reconsider the resolution.

If upon further reconsideration, two thirds or more of those present at the meeting support the original resolution, the association president should promptly accept the resolution or hand it over to the entire assembly for reconsideration.

Article 16

The vice presidents should assist the president in handling the affairs of the association.

Article 17

When the president is unable to execute his/her office, the order of replacement is the vice president of the campus the president belongs to and next the executive of the campus the president belongs to.

When the president forfeits his/her qualifications to be an association member, the order of replacement is the vice president of the campus the president belongs to and next the executive of the campus the president belongs to.

Article 18

The president and vice presidents must engage one executive secretary; the three will internally be called the head office; the executive secretary will be directly responsible

to the president and vice presidents. The executive secretary because of the needs of their affairs must recruit several other secretaries.

Article 19

The executive secretary must assist in handling the affairs the president and vice presidents turn over to them.

Chapter 4 Administrative Center

Article 20

The Tamkang University Student Association Administrative Center is highest administrative institution of this school's school-wide autonomous student organizations. The administrative center will install one executive for the Tamsui campus and one executive for the Lanyang campus; they will be appointed by the president. When the executive is unable to carry out his/her duties or violates some related regulations, the president must replace him/her. During the period when the executive's office is vacant, the administrative center's executive secretary shall replace the executive.

Article 21

The administrative center of the Tamsui campus shall establish the following permanent departments:

1. Secretariat: One executive secretary shall be installed who will undertake the instructions of the executive and assist in handling the affairs of the administrative center and the matters turned over to him/her by the executive. The administrative center executive secretary because of the needs of his/her affairs must recruit several other secretaries.
2. Finance department: this department is responsible for the affairs such as this association's dues budget, accounting, final accounts, auditing and financial management.
3. Student rights and benefits department: this department maintains the rights and interests that students should have and increases student welfare; it promotes the quality of student learning and living.
4. News department: this department is responsible for all this association's outside announcements and management of information and the construction of a platform.
5. External affairs department: this department is responsible for the liaison matters of this association regarding the development of external relations and matters related to public relations—to establish a good image of this organization.
6. General affairs department: this department is responsible for purchasing, managing, maintaining, repairing, scrapping, and leasing all of the administrative center's assets; it also safeguards and manages the rooms belonging to the administrative center.

7. Activities department: this department is responsible for the overall planning of related activities on campus for student learning, living and benefits and for shaping the high quality of campus culture.

The administrative center of the Lanyang campus will install a secretariat, which will supervise the related affairs of this association on the Lanyang campus regarding financial management, student rights and benefits, external affairs, general affairs and activities.

Article 22

The duties of the administrative center executive are as below:

1. The right to engage or dismiss the department head of each department.
2. Convene the administrative meeting on a regular basis.
3. The right to bring forward motions to the assembly.
4. When the administrative center executive considers an assembly resolution to be difficult to implement, the administrative center executive should within one week after receiving the resolution ask the assembly to reconsider the resolution. If upon further reconsideration, two thirds or more of those present at the meeting support the original resolution, the administrative center executive should promptly accept the resolution.
5. When the assembly puts forward a no-confidence motion, he/she can consult with the president to dissolve the assembly.

Article 23

The administrative center should send to a general meeting of the assembly any administrative order that is drafted that relates to this charter.

Article 24

The organization regulations of the administrative center will be separately determined.

Chapter 5 The Assembly

Article 25

The assembly is the highest legislative and supervisory institution of this school's school-wide autonomous student organizations.

Article 26

The assembly is composed of the representatives elected by the members; the assembly represents the members' exercise of powers. The method of election and recall of the representatives will separately be determined.

Article 27

The term of office of a representative is one year starting from August 1st of each year to July 31st of the next year. The representatives are elected in May of each year by the

members voting in their respective election district.

The number of seats of the assembly representatives should attain 20 seats. When that number of seats has not been attained, then a by-election should be held.

Article 28

The duties of the assembly are as follows:

1. Establish and amend this charter.
2. Establish and amend the related regulations of this association.
3. Exercise the right to confirm the personnel of the board members whose nomination is proposed by the association president.
4. Check and audit the budget and final accounts of the association's dues.
5. Resolve a motion proposed by the association president, a representative, or the administrative center executive.
6. The assembly has the right to propose a case of impeachment or a case of censure for a representative of the assembly who is derelict in duty. A proposal of a corrective measure for the affairs of this association should be sent to the board for resolution.
7. The assembly has the right to request the administrative center executive to lead the department head of each department to attend a meeting for inquiry.
8. The assembly has the right to make suggestions to the school. The resolution of the suggestion should be signed and approved by the president and then sent to the appropriate unit of the school.
9. If more than two thirds of the entire assembly sign a petition, the assembly can propose a motion of no confidence in the administrative center executive.
10. The rights conferred by other regulations.

Article 29

The duties of the speaker of the assembly are as follows:

1. Convene and preside over the assembly according to regulations.
2. Represent this association when invited to attend other assemblies in the school.
3. Plan as a whole the administrative affairs of the assembly.
4. Order the specific conveners of the committees.

Article 30

The duties of the vice speaker are to assist the speaker in handling the administrative affairs of the assembly.

Article 31

When the speaker is unable to fulfill his/her duties, the vice speaker acts in his/her place.

When the speaker and vice speaker are unable to fulfill their duties, then the convener of the regulatory committee convenes a temporary general meeting and an acting

speaker and an acting vice speaker are elected.

When the speaker forfeits his/her qualifications to be a member of this association, the vice speaker will be the acting speaker until the end of the term. When both the speaker and the vice speaker forfeit their qualifications to be members of this association, then the convener of the regulatory committee convenes a temporary general meeting and a speaker and a vice speaker are elected.

Article 32

The assembly shall set up a secretariat to assist in handling the administrative affairs of the assembly.

The secretariat shall install one executive secretary; the executive secretary shall be engaged after getting approval at a regular assembly meeting. The executive secretary because of the needs of his/her affairs may recruit several other secretaries.

Article 33

Every academic year has two semesters; the first semester is the first session and the second semester is the second session. During the session, each assembly meeting is called a general meeting.

The general meeting of the assembly consists of the two kinds listed below:

1. Regular general meeting: Every month it is convened one time; at the first regular general meeting of each session, the meeting determines the schedule of weeks.
2. Temporary general meeting: The president requests a consultation with the speaker, or one third of all the representatives sign a petition to request a meeting to convene.

Article 34

A quorum for starting a meeting of the assembly requires that one half or more of all the representatives be present before a meeting formally starts.

Article 35

After the assembly decides a motion, it should be sent to the president within 7 days. The president upon receiving the resolution has 14 days in which to announce its implementation.

Article 36

The assembly should based on need set up various committees; the various committees can invite the administrative center executive, and the heads of the various departments and related students to attend meetings for purposes of inquiry.

The main points for setting up the various committees shall separately be decided.

Article 37

When the number of representatives who for various reasons leave office amounts to 20% of the total number of representatives, then a by-election should be held.

Article 38

The organization regulations for this association shall be separately decided.

Chapter 6 The Arbitration Board

Article 39

The arbitration board is the highest judiciary institution of this school's school-wide autonomous student organizations.

Article 40

The arbitration board should according to the charter independently exercise its duties; it should not accept any directives or interference.

Article 41

The duties of the arbitration board are listed below:

1. Explanation of law: When any regulations or orders that are established by this association have doubtful points in application, they should be sent to the board for explanation.
2. Arbitration of disputes: If the assembly and administrative center have any disputes that impede the operation of the association affairs, the board should request the convening of a coordination meeting to work out a way to solve the situation.
3. Resolve impeachment cases or censure cases put forward by the assembly of this association, and cases of corrective measures for the affairs of this association.
4. Arbitrate appeals against the results of an election or recall.
5. Hear a recall case put forward by a recalled person.

Article 42

The explanations or arbitrations mentioned in the preceding article have a binding effect upon this association.

Article 43

The board shall install board members; one from each college. When there is a vacancy in the number of members, the president shall nominate someone, who when approved at a general meeting of the assembly can take office. The board members should have one of the qualifications listed below; however, the College of International Studies is not subject to this limitation:

1. One who has been a student representative of this school and who was not disciplined by the disciplinary committee with suspension or higher offense.
2. One who has been a president, vice president, or administrative center executive of this association and who was not impeached.
3. One who has been a president or vice president of a student association of this school and who completed his/her term of office.
4. One who was the leader or vice leader of a student club of this school and who completed his/her term of office.

5. The board members should have the qualification of being a member of this association for two or more years.

The board should install a chair, who should be mutually elected by the members.

Article 44

The term of office of a board member is as long as his /her status as a student lasts; when a vacancy occurs it must be filled.

Article 45

The board shall set up one executive secretary who the board chair shall appoint. The executive secretary shall assist in handling the administrative affairs of the board.

Article 46

The organization regulations of the board shall be separately decided.

Chapter 7 Financial Affairs

Article 47

The sources of funds for this association are as follows:

1. The membership dues paid by the members.
2. Funds subsidized by the school.
3. Accepted contributions.
4. Interest from funds on deposit.
5. Other sources (equipment rental fees, awards, forfeited deposits of security, etc.).

The expenses incurred by this association must all be entered into the accounts of this association.

Article 48

The length of time covered by the membership dues collected by this association takes one academic year as its unit of reckoning. The ways to collect membership dues and to refund membership dues shall be separately decided.

Article 49

The deposit book of this association should be kept by the secretariat of the assembly. The operation procedures for deposit and withdrawal for related financial affairs shall be separately decided.

Article 50

The amount of membership dues collected is first approved by the association's business affairs, then by the assembly, and then by the school; subsequently the association should make a public announcement about it.

Article 51

The methods of budgeting and final accounts shall be separately decided.

Chapter 8 Supplementary Provisions

Article 52

When the office of the president of this association is still not filled after one by-election or the number of representatives is not filled after one by-election, then the guidance unit (Office of Student Affairs) shall take over and hold a general election to fill the positions of the abovementioned personnel.

Article 53

In order to amend this charter, 20% of all the representatives must put forth a motion, two thirds of the total representatives must be present, and three quarters of all the representatives must agree before the amendment takes effect.

Article 54

After being passed by the Student Assembly, after being sent to a meeting of the Student Affairs Committee for deliberation and passage, and after being reported to the university president for approval, this charter takes effect on the day of its announcement. The same applies to any later amendments made.