

國立陽明交通大學增設調整停招及裁撤教學單位作業要點

National Yang Ming Chiao Tung University Directions for Expansion, Adjustment, Suspension of Admission, and Abolishment of Teaching Units

110 年 10 月 27 日國立陽明交通大學 110 學年度第 1 學期第 2 次臨時校務會議通過
Approved at the 2nd Ad Hoc School Affairs Meeting for 1st semester of Academic Year 2021 on October 27th, 2021

- I. 為規範國立陽明交通大學（以下簡稱本校）教學單位增設、調整、停招及裁撤之作業程序，特訂定本要點。
The Directions are established in order to govern the operating procedures for expansion, adjustment, suspension of admission and abolishment of teaching units of National Yang Ming Chiao Tung University (hereinafter referred to as “NYCU”).
- II. 本要點適用之單位包括學院、學系、學科、研究所、學位學程及其他正式編制內之教學單位。
The Directions are applicable to units including colleges, departments, disciplines, graduate institutes, degree programs, and any other teaching units within the formal organization.
- III. 教學單位之增設、調整、停招及裁撤應符合下列原則：
The expansion, adjustment, suspension of admission and abolishment of teaching units shall meet the following principles:
 - (I) 國家整體建設及社會發展需要。
For overall national development and social development needs.
 - (II) 學校中長程校務發展計畫重點及特色。
For the school’s mid-term and long-term development plan focus and characteristics.
 - (III) 在現有基礎及規模下，提昇學校整體資源之合理分配及使用效益。
For improvement of the reasonable distribution and efficiency of the school’s overall resources under the existing basis and scale.
 - (IV) 教學所需之師資、圖書、儀器、設備及空間。
For the faculty, books, instruments, equipment and space needed by teaching.
 - (V) 符合各該領域之發展趨勢及科際整合之需要。
In line with development trends in relevant fields and the need for interdisciplinarity.
 - (VI) 配合教育部總量管制發展規模之設定。
In response to the allocation of an admissions quota and resources authorized by the Ministry of Education.
- IV. 教學單位之增設應符合下列條件：
The expansion of teaching units shall satisfy the following conditions:
 - (I) 學院之增設計畫應規劃協調相關系所之整合。
The college’s expansion plan shall arrange and coordinate the integration of related departments/institutes.
 - (II) 學系、學科、研究所、學位學程之增設、增班及學籍分組應確實符合該領域之人才需求及學術領域之專精特色。
The establishment, expansion, and sub-grouping by departments, disciplines, graduate institutes and degree programs shall precisely respond to the talent needs in the field and the characteristics of specialty in the academic field.

- (III) 增設碩士班或博士班除符合前款之條件外，並應有足夠水準之師資、圖書、儀器及設備等，亦應提出教師研究成果著作等資料。需要新聘或由現有教學單位轉任師資者，應有詳盡計畫以及師資人才來源、人事隸屬具體資料。

The establishment of any new master's degree program or doctoral program shall comply with the conditions referred to in the preceding subparagraph. Meanwhile, such program shall have sufficient competent faculty (with their research results and publications provided), books, instruments and equipment, etc. Where it is necessary to recruit new teachers or transfer teachers from existing teaching units, such programs shall prepare a detailed plan and provide specific information about the sources of faculty and personnel affiliations.

- (IV) 教學單位之增設、增班及學籍分組，應參酌最近五年內該單位或相關單位之評鑑報告具體建議。

The establishment, expansion and sub-grouping of teaching units shall take into consideration the recommendations from the evaluation report on the unit or related unit within the last five years.

- (V) 教學單位之增設、增班及學籍分組計畫應包括明確之空間規劃、師資及招生名額來源。

The plans for establishment, expansion and sub-grouping of teaching units shall include specific space planning, faculty and sources of admission quota.

- V. 教學單位之調整，係指更名、整併及復招。

The adjustment of teaching units refers to re-naming, consolidating and re-enrolling.

申請調整之教學單位，應參酌第四點各款條件，並提出招生總量及資源調整規劃，於現有總量規模內對原有系所班組重新調整。

The teaching unit applying for adjustment shall take into consideration the conditions referred to in subparagraphs of Article 4, and also present the total admission amount and resource adjustment planning, in order to rearrange the existing departments, institutes, classes and sub-groups within the current total enrollment scale.

整併或更名不得變更領域及學類，差異過大應以增設案提出申請。

Consolidation or re-naming shall not result in changes of the fields or academic categories. Notwithstanding, in the case of significant differences, an application for establishment of a new program shall be filed.

- VI. 教學單位之增設、調整、停招及裁撤應依下列程序辦理：

The expansion, adjustment, suspension of admission and abolishment of teaching units shall be handled in the following manners:

- (I) 教務處於每年8月1日前公告當學年度受理期間，申請人應依公告期間經所屬學院各級會議逐級（如系務會議、所務會議、院務會議等）通過後，將計畫書及會議紀錄送交教務處綜合組彙辦，並由教務處綜合組提案校務發展委員會審議。

The Office of Academic Affairs shall announce the application period before August 1st each year. Applicants should seek approvals in sequence through department-level meetings, institute-level meetings and college-level meetings and submit the plan and meeting minutes to the Division of Admissions, the Office of Academic Affairs for processing within the prescribed period. The Division of Admissions, the Office of Academic Affairs will then submit the proposal to the University Planning and Development Committee for review.

- (II) 校務發展委員會研議本校教育永續發展及競爭優勢，作成增設案優先順序之決議，將通過之申請案及前述決議，提請校務會議審議。

The University Planning and Development Committee shall deliberate on the

sustainable development and competitive strength in education at NYCU and determine the priority order of the establishment proposals. The approved application and the aforementioned decision shall be submitted to the University Affairs Committee Meeting for review.

- (III) 校務會議討論並決議是否同意增設、調整、停招及裁撤之提案，以及增設案報部之優先順序。

The University Affairs Committee Meeting shall discuss and resolve whether the proposal for expansion, adjustment, suspension of admission or abolishment is approved, and the priority of reporting the proposal for expansion to the Ministry of Education.

- (IV) 依據校務會議決議，提報教育部審核。

The resolution rendered by the University Affairs Committee Meeting shall be reported to the Ministry of Education for review and approval.

- (V) 申請案如無須增加學校預算員額、使用空間及經費者，得簽請校長核定後，逕由教務處綜合組彙整提送校務會議審議。

If the application does not require an increase in the University's budget and staff positions, available space or funds, it may be submitted to the President of NYCU for approval, and then the Division of Admissions, the Office of Academic Affairs shall compile the information and submit the same to the University Affairs Committee Meeting for review.

- VII. 教學單位申請停招、整併、更名者，應充分與權益受影響之教職員工生溝通，並於規劃階段即辦理說明會，至遲於校務會議召開一個月前公告周知。

The teaching unit applying for suspension of admission, consolidation or re-naming shall fully communicate with the faculty, staff, and students affected and organize explanatory meetings at the stage of planning, with public announcement made no later than one month before the University Affairs Committee Meeting.

- VIII. 校長得評估校務發展、各項評鑑結果、產業需求、招生情形等，指定相關單位依第六點規定辦理教學單位之增設申請。

The President of NYCU may assess the University's development, evaluation results, industrial demands and enrollment situations, etc., and designate the related units to process the applications for establishment of teaching units in accordance with Article 6 herein.

- IX. 本要點之訂定及修正，應提經校務會議通過。

The establishment and revisions of the Directions must be approved by the University Affairs Committee Meeting.