

# 臺北醫學大學增設調整院系所學位學程審查作業辦法

## Taipei Medical University Regulations for Review of Establishing or Adjusting a College, Department, Institute, or Degree Program

95年10月18日校務會議修正通過

Amended and approved by the University Affairs Meeting on October 18th, 2006

100年05月25日校務會議修正通過

Amended and approved by the University Affairs Meeting on May 25th, 2011

100年10月26日校務會議修正通過

Amended and approved by the University Affairs Meeting on October 26th, 2011

102年05月22日校務會議修正通過

Amended and approved by the University Affairs Meeting on May 22th, 2013

104年04月15日校務會議修正通過

Amended and approved by the University Affairs Meeting on April 15th, 2015

108年05月29日校務會議修正通過

Amended and approved by the University Affairs Meeting on May 29th, 2019

108年06月24日北醫校秘字第1080002161號令修正，全文9條

Amended by document No. 1080002161 *TMU Xiao Jiao Tze* on June 24th, 2019 for 9 articles in total

**第一條** 本校為使辦理增設調整院、系、所、學位學程等事宜，能配合學校發展，特依據「大學法」及教育部「專科以上學校總量發展規模與資源條件標準」，訂定「增設調整院系所學位學程審查作業辦法」(以下簡稱本辦法)。

**Article 1** To align matters related to establishing or adjusting a college, department, institute, or degree program with university development, the University has enacted the *Taipei Medical University Regulations for Review of Establishing or Adjusting a College, Department, Institute, or Degree Program* (hereinafter referred to as the “Regulations”) in accordance with the *University Act* and *Standards for Student Admission Quotas and Resources at Institutions of Higher Education* set by the Ministry of Education.

**第二條** 本辦法用詞，定義如下：

一、教學單位：院、系、所、學位學程、境外專班、產業碩士專班及配合教育部特殊專案辦理之班別。

二、特定專班：境外專班、產業碩士專班及配合教育部特殊專案辦理之班別之合稱。

三、增設：教學單位之設立。

四、調整：教學單位之更名、復招、整併、學籍分組、停招、裁撤等相關事宜。

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail

- Article 2 Definition of the terms used in the Regulations is as follows:
1. Academic unit: A college, department, institute, degree program, overseas program, industrial technology graduate program, or program established in compliance with the Ministry of Education's special project.
  2. Specific program: A collective term for overseas programs, industrial technology graduate programs, and programs established in compliance with the Ministry of Education's special projects.
  3. Establishment: The establishment of an academic unit.
  4. Adjustment: Matters related to the renaming, student recruitment resumption, consolidation, student status grouping, student recruitment termination, and dissolution of an academic unit.

第三條 教學單位之增設與調整依本校中長程暨校務整體發展計畫辦理。

Article 3 The establishment or adjustment of an academic unit shall comply with the medium-term, long-term, and overall development projects of the University.

第四條 院、系、所、學位學程之增設案與調整案，審查作業程序如下：

一、增設案：

(一)增設調整計畫書(以下簡稱計畫書)經院務會議通過後，送本校「增設調整院系所學位學程審核委員會」(以下簡稱審核委員會)審查。

(二)審核委員會通過後，由申請增設案之學院院長推薦五位校外審查委員，經校長圈選二位後送校外審查。

(三)校外審查通過後，依序提送教務會議、校務會議、董事會會議通過後報請教育部核定。

二、調整案：計畫書依序提送教務會議、校務會議、董事會會議通過後報請教育部核定。

三、未涉及對外招生之學院增設或調整案及院、系、所、學位學程之裁撤案，可免附計畫書，依序提送院務會議、教務會議、校務會議、董事會會議通過後報請教育部核定。

Article 4 The review procedure for establishing or adjusting a college, department, institute, or degree program is as follows:

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail

1. Establishing an academic unit:
  - (1) A proposal for establishing or adjusting an academic unit (hereinafter referred to as the "Proposal") shall be submitted to the Committee for the Review of Establishing or Adjusting a College, Department, Institute, or Degree Program (hereinafter referred to as the "Committee") after being approved at the College Affairs Meeting.
  - (2) After the Proposal is approved by the Committee, the dean of the college applying for the establishment shall recommend five external reviewers. The Proposal shall be submitted for external review after the President selects two of the external reviewers.
  - (3) After the Proposal passes the external review, it shall be submitted in sequence to the Academic Affairs Meeting, University Affairs Meeting, and Board of Directors Meeting. After being approved at these meetings, it shall be submitted to the Ministry of Education for ratification.
2. Adjusting an academic unit: The Proposal shall be submitted in sequence to the Academic Affairs Meeting, University Affairs Meeting, and Board of Directors Meeting. After being approved at these meetings, it shall be submitted to the Ministry of Education for ratification.
3. A proposal is not required, unless establishing or adjusting a college or dissolving a college, department, institute, or degree program involves student recruitment. The case shall be submitted in sequence to the College Affairs Meeting, Academic Affairs Meeting, University Affairs Meeting, and Board of Directors Meeting. After being approved at these meetings, it shall be submitted to the Ministry of Education for ratification.

第五條 特定專班之增設案、續辦案及調整案，審查作業程序如下：

- 一、增設案：計畫書依序提送審核委員會、教務會議、行政會議通過後報請教育部核定。
- 二、續辦案：計畫書依序提送教務會議、行政會議通過後報請教育部核定。
- 三、調整案：免附計畫書，依序提送教務會議、行政會議通過後報請教育部核定，惟教育部另有規定者，從其規定。

Article 5 The review procedure for establishing, continuing, or adjusting a specific program is as follows:

1. Establishing a specific program: A proposal shall be submitted in

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail

sequence to the Committee, Academic Affairs Meeting, and Administrative Meeting. After being approved at these meetings, it shall be submitted to the Ministry of Education for ratification.

2. Continuing a specific program: A proposal shall be submitted in sequence to the Academic Affairs Meeting and Administrative Meeting. After being approved at these meetings, it shall be submitted to the Ministry of Education for ratification.

3. Adjusting a specific program: No proposal is required. The case shall be submitted in sequence to the Academic Affairs Meeting and Administrative Meeting. After being approved at these meetings, it shall be submitted to the Ministry of Education for ratification. However, it shall comply with other regulations of the Ministry of Education if any.

第六條 審核委員會由校長、副校長、教務長、研發長及各學院院長為當然委員，其餘三至五位委員由校長自校內專家學者聘任之。

Article 6 The President, Vice President, Dean of Academic Affairs, Dean of Research and Development, and deans of various colleges shall serve as ex officio members of the Committee. The three to five other members shall consist of internal experts and scholars appointed by the President.

第七條 審查作業時程依教育部規定辦理，本校於教育部受理截止日起算六個月前公布作業時程；惟為配合教育部特殊專案作業時程者，不在此限。

Article 7 The review schedule shall comply with the relevant regulations of the Ministry of Education. The University shall announce the schedule six months prior to the submission deadline set by the Ministry of Education. However, this rule does not apply if the schedule for a special project of the Ministry of Education is to be met.

第八條 若有未盡事宜，應依教育部相關規定辦理。

Article 8 Matters not stipulated in the Regulations shall be handled in accordance with relevant regulations of the Ministry of Education.

第九條 本辦法經校務會議通過後公告施行；修正時亦同。

Article 9 The Regulations shall become effective upon promulgation after being approved at the University Affairs Meeting. Any amendment to the Regulations shall follow the same procedure.

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail