

國立高雄餐旅大學國際觀光學士學位學程會議設置要點

103 年 6 月 17 日 102 學年度第 2 學期第 5 次學程會議審議通過

106 年 8 月 23 日第 381 次行政會議通過本校『法規提案審議作業規範』第六點（法規最末條條文統一修正）

107 年 6 月 20 日 106 學年度第 2 學期第 4 次院務會議修正通過

一、國際觀光學士學位學程(以下簡稱本學程)依本校組織規程第十七條第二項之規定，設立「國立高雄餐旅大學國際觀光學士學位學程會議設置要點」(以下簡稱本要點)。

二、國立高雄餐旅大學國際觀光學士學位學程會議(以下簡稱本會議)之職掌如下：

- (一)討論有關教學、研究、輔導、服務等事項。
- (二)審議本學程發展計畫及預算。
- (三)審訂本學程重要法令規章和辦法。
- (四)審議各種委員會或特定任務小組設置辦法。
- (五)推舉校內各委員會委員。
- (六)選舉本學程各種委員會或其他特定任務小組之成員。

三、本會議之委員組成由本學程專任(案)教師、各年級導師及觀光學院或餐旅學院之專任教師代表 1 名組成，至少共 6 名委員，學程主任為當然委員兼召集人，其任期之配合其主管之任期為主。

四、本會議每學期至少召開會議 2 次並由主任擔任主席，必要時得召開臨時會議；開會時應有三分之二(含)以上委員出席始得召開會議，提案議決時須有出席人員二分之一(含)以上同意方得議決之。必要時得邀請相關主管、教師、學生代表或人員列席會議。

五、本會議得依需要設置各委員會或特定任務小組，處理本會議交辦事項。

六、本要點經學程會議、院務會議通過，陳請 院長核定後實施，修正時亦同。

本規章負責單位：國際學院國際觀光學士學位學程

**Establishment Guidelines for the Program Meeting of the International Bachelor
Program in Tourism Management National Kaohsiung University of Hospitality and
Tourism**

1. In accordance with Paragraph 2, Article 17 of the University's Organizational Regulations, the International Bachelor Program in Tourism Management (hereinafter referred to as the "Program") establishes the "Establishment Guidelines for the Program Meeting of the International Bachelor Program in Tourism Management at National Kaohsiung University of Hospitality and Tourism" (hereinafter referred to as the "Guidelines").
2. The [responsibilities](#) of the Program Meeting (hereinafter referred to as the "Meeting") are as follows:
 - (1) Discussing matters related to teaching, research, counseling, and service.
 - (2) Reviewing the Program's development plans and budgets.
 - (3) Reviewing and approving the Program's major regulations and policies.
 - (4) Reviewing the establishment guidelines for various committees or ad hoc task forces.
 - (5) Nominating members for various university-level committees.
 - (6) Electing members for the Program's various committees or ad hoc task forces.
3. The Meeting consists of at least six members, including the Program's full-time and project-appointed faculty members, class advisors for all academic years, and one full-time faculty representative from the College of Tourism or the College of Hospitality. The Program Director serves as an ex-officio member and the Convener, with a term of office corresponding to their tenure as Director.
4. The Meeting shall be [held](#) at least twice per semester, with the Program Director serving as the Chair; extraordinary meetings may be called when necessary. A quorum of at least two-thirds of the members is required to convene a meeting, and any resolutions require the approval of a majority (at least one-half) of the attending members. When necessary, relevant supervisors, faculty members, student representatives, or other personnel may be invited to attend the Meeting as non-voting participants.
5. The Meeting may establish various committees or ad hoc task forces as needed to handle matters assigned by the Meeting.
6. These Guidelines shall be implemented after being passed by the Program Meeting and the College Affairs Meeting and subsequently approved by the Dean of the College. The same procedure applies to any future amendments.

Responsible unit: International Bachelor Program in Tourism Management