

Student Society Organization and Counseling Regulations of the National Chi Nan University

Passed on the 3rd student affairs meeting on January 25, 1996
Revised Articles 10 and 26 on the 4th student affairs meeting on June 19, 1996
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Chapter 1. General Rules

- Article 1 To counsel students to participate in student society activities, cultivate gregarious qualities, enhance self-government capability, foster leaders, broaden research interests, advocate justifiable recreational life, cultivate service sentiment, and establish good school spirit, the “Student Society Organization and Counseling Regulations of the National Chi Nan University” (hereafter referred to as the Regulations) is hereby formulated.
- Article 2 Unless otherwise specified by Taiwanese decree, the organization and activities of all student societies of the University shall be handled according to stipulations of the Regulations. For those not specified in the Regulations, other related regulations of the University shall be followed.
- Article 3 Members of student societies shall be limited to in-school students of the University and shall abide by the provisions of the societies they belong to.
- Article 4 Student societies can be divided into the following seven categories:
1. Autonomous societies: Societies of all departments (institutes) providing comprehensive service as their purpose.
 2. Learning societies: Societies with academic skills research as its purpose.
 3. Recreational societies: Societies advocating for justifiable recreational life as its purpose.
 4. Sports societies: Societies promoting sports skills as their purpose.
 5. Fellowship societies: Societies promoting friendship sentiment as its purpose.
 6. Service societies: Societies promoting society service as its purpose.
 7. Music societies: Societies cultivating the mind through music as its purpose.
- Article 5 Articles of association shall record the following information:
1. Name
 2. Tenet
 3. Organization and functions
 4. Joining, withdrawing, and removal conditions of members
 5. Rights and obligations of members
 6. Authority and appointment and the removal procedure of staffs
 7. Method for convening meetings and making decisions
 8. Expenditure and accounting
 9. Amendment of the articles of association
 10. Year, month, and date of the formulation of the articles of association
 11. Dissolution of societies and disposal of association (society) assets upon dissolution
- Article 6 Student societies shall invite teachers or experts inside and outside the University to act as advisors based on the nature of the societies through

discussion. They will apply to the Office of Student Affairs for employing advisors with the approval of the President.

The Office of Student Affairs shall request the personnel registry to check if an instructor has: a criminal record of sexual assault according to stipulations in the *Sexual Assault Crime Prevention Act*; or if an instructor has been proven to have committed sexual assault, sexual harassment, or sexual bullying behaviors through investigation by competent department or the gender equity education committee of the University; or approved to be dismissed or not reappointed by a competent department before application to the President for employment of an instructor.

Hourly pay for the aforesaid society advisors shall be determined and paid according to university regulations.

Article 7 The organization, activities, and financial management of student societies shall follow the principles of self-management by students and accept guidance from the Office of Student Affairs.

Article 8 If a student society has significant difficulties, the Office of Student Affairs shall work with advisors of the society and appoint an instructor to provide special counseling based on the individual case. If necessary, activity records, financial conditions, and various essential data of the society will be checked, and society evaluation shall be held regularly.

Chapter 2. Establishment and Dissolution of Student Societies

Article 9 Student societies shall apply to the Office of Student Affairs for establishment as per stipulations of the Regulations or other provisions of school rules.

Article 10 Establishment of student societies shall include:

1. An application shall be made within one month after the mid-term exam of each semester is over. Late applications shall not be accepted. (The date of the mid-term exam shall be based on the University calendar.)
2. An application shall be initiated with over 30 students of the University. An initiator list shall be made and articles of association shall be drafted. An application shall be made to the Office of Student Affairs to register its establishment.
3. Approved societies shall hold an establishment meeting within ten days to pass the articles of association, select cadres, and apply to the Office of Student Affairs for assigning counselors.
4. Establishment registration shall be proposed to the Office of Student Affairs and apply for collecting society stamps within ten days after the establishment meeting.

Article 11 If the organization of an initiated society by students is inconsistent with the aforesaid procedure: If its rules break Taiwan decrees or school regulations or if a society of the exact nature exists in the University, its establishment shall not be approved by the Office of Student Affairs.

Article 12 After the establishment of a society, the following materials shall be checked and submitted to the Office of Student Affairs for establishment registration:

1. Articles of association
2. Registration of staffs and members
3. Annual budget and relevant financial condition
4. Annual work plan

5. Establishment process and year, month, and date of approval

6. Other vital information

Article 13 If the content of registration of a society or change of registration is non-compliant with regulations, the Office of Student Affairs shall order the society to make supplements and corrections within a specified time limit. If the society fails to supplement and make corrections after the time limit, its registration shall be rejected or dissolved.

Article 14 If there is any change in registered matters after the registration of a society, an application for modification shall be made within seven days. If the society fails to change registration after the time limit, the Office of Student Affairs shall dissolve the society.

Article 15 If a society applies to dissolve voluntarily, minutes of the general member meeting in the dissolution resolution and dissolution application form shall be attached to the Office of Student Affairs for review. In case of involuntary dissolution, a society shall make an inventory of its property within one month after the announcement of dissolution. Inventory results, a property list, and a society stamp shall be submitted to the Office of Student Affairs for review. If such an initiator or head of a dissolved society once again serves as an initiator of the same society within one year, the dissolved society shall not be subsidized in that year.

Chapter 3. Organization of Student Societies

Article 16 The general member meeting is the supreme decision-making organ of student societies and shall resolve the following matters:

1. Alternation of articles of association
2. Select and dismiss the head of a society (association) and its supervisor
3. Supervise business
4. Dismissal of members
5. Dissolution of the society

Article 17 General member meetings shall be held by a society (association) head, which shall be at least once per semester.

If more than one-tenth of all members make a joint request, a society (association) head shall hold a temporary general member meeting within two weeks; otherwise, a supervisor shall hold the meeting. It shall be reported to the Office of Student Affairs one week before holding the general member meeting. The Office of Student Affairs shall assign its members to attend counseling.

Article 18 The number of members attending the general member meeting shall be over half of all members. Resolution can only be made with the consent of over half of the members attending the meeting.

Article 19 For changing the articles of association and proposal of dismissal, the number of members attending the resolution meeting shall be over half of all members. Resolution can only be made with the consent of over two-thirds of the members attending the meeting.

Article 20 The position of society (association) head is set for student societies and several working groups shall be set depending on the business demands.

The term of office of a society (association) head is one year. A society (association) head must be reappointed once to participate in selection successively. A society (association) head is responsible for social affairs

internal to a society and represents a society outside the society. Handover shall be completed within two weeks and the following documents shall be attached to the Office of Student Affairs for review:

1. Basic data table of society heads
2. Registration of cadres and members
3. A student society handover report table
4. List of property purchased with expenditures for extracurricular activity counseling
5. A society instructor application form

Several clerical workers shall be assigned to all working groups. Clerical workers shall be selected by a society (association) head, and they shall assist a society (association) head in handling society affairs.

Article 21 If there is a vacancy in a society (association) head position, a general member meeting shall be held by selection within one month of the date when such vacancy occurs.

Article 22 Minutes shall be taken for all meetings of student societies and filed for review after being signed by advisors.

Article 23 A society (association) head shall attend society cadre training, society head meetings, and other activities that should be taken part in through the assessment of the Office of Student Affairs.

The Office of Student Affairs shall include the situation of society (association) heads' participating in the aforesaid activities as a standard for society subsidy distribution and evaluation.

If a society (association) head cannot attend for some reason, they should entrust a representative of the society cadres to participate after obtaining consent from the Office of Student Affairs.

Article 24 Advisors shall be invited to attend all society meetings and provide guidance.

Chapter 4. Activities of Student Societies

Article 25 For all activities of student societies, an activity plan shall be developed and submitted to the Office of Student Affairs for review within one month after re-election. Advisors shall be requested to provide counseling. A detailed specification for the application of activities, requisition of subsidies, the borrowing of activity venues and equipment, posting of posters, and financial management shall be otherwise formulated by the Section of Extracurricular Activities of the Office of Student Affairs.

Article 26 For handling routine activities, student societies shall apply for small in-school activities to the Section of Extracurricular Activities of the Office of Student Affairs seven days in advance.

For handling large in-school activities, such as mountain climbing, student societies shall apply to the Section of Extracurricular Activities of the Office of Student Affairs one month in advance.

Article 27 For the activity expenditures of student societies, external subsidies shall be handled in accordance with corresponding regulations, except out-of-pocket and internal subsidies.

Article 28 The production and issuing of student society publications shall be otherwise stipulated in relevant regulations.

- Article 29 The posting of public notices or posters of student societies shall be made in specified places in school and removed immediately after the activities.
- Article 30 After holding activities, a student society shall complete a report table and submit it to the Office of Student Affairs after being signed by their advisors.
- Article 31 Reports on the expenditures of student societies shall be conducted each semester. After being signed by advisors, one copy shall be kept for review and the other copy shall be submitted to the Office of Student Affairs for review, which should be announced to all members.

Chapter 5. Evaluation of Student Societies

- Article 32 Student societies shall accept society evaluation. The evaluation process and date of student society evaluation shall be determined by the Office of Student Affairs.
- Article 33 The evaluation of student societies focuses on the organization, activities, use of expenditures, targeted performance, and the impact on students and the society.
- Article 34 The evaluation of student societies shall be handled by the Student Societies Evaluation Committee.
Members of the Student Societies Evaluation Committee shall comprise the Dean of Student Affairs as chairperson of the committee, leaders of the Section of Extracurricular Activities as ex officio members, professional society counselors employed by the President, and seven to nine society (association) heads with excellent results in previous evaluations.
The implementation of critical points of the student society evaluation shall be otherwise stipulated by the Section of Extracurricular Activities.
- Article 35 Student societies shall be awarded and penalized by the Office of Student Affairs based on the results of the student society evaluation.
- Article 36 For student societies that refuse to accept counseling or evaluation, the Office of Student Affairs shall cease their activities and take other effective counseling measures.

Chapter 6. Supplementary Articles

- Article 37 If there are any violations in student societies, the Office of Student Affairs shall withdraw or register a subsidy depending on the severity. Principals and perpetrators shall still be reprimanded according to school regulations.
- Article 38 To ensure the regular operation of student societies, anyone disturbing the everyday activities of societies shall be penalized by the Office of Student Affairs according to school regulations.
- Article 39 Society (association) head who is given punishment more seriously than demerit recording during their term of office shall be dismissed.
- Article 40 If the society (association) head fails to make an activity application within the time limit stipulated in Article 26 of the Regulations, the Section of Extracurricular Activities shall request the society to cease activities and list such violations into point deduction matters during the annual society evaluation.
- Article 41 Name, division, date of birth, ID card number, contact information, and other personal information collected for the operational demand of implementing all extracurricular activities shall be handled according to the regulations of the Personal Information Protection Act.
- Article 42 The Regulations shall be implemented after being passed at the student affairs meeting.

