

Guidelines Governing the Establishment of Wenzao's Education Funding Council

Ratified for future reference in accordance with the Ministry of Education's letter Tai (83) Ji No. 023274 on May 7, 1994

Amended and approved at the University Affairs Meeting on December 16, 2000

Amended and approved at the University Affairs Meeting on March 24, 2007

Amended and approved at the University Affairs Meeting on June 30, 2007

Amended and approved at the University Affairs Meeting on March 12, 2011

Amended and approved at the University Affairs Meeting on March 17, 2012

Ratified by the President for Change of Document Title in concert with the University's Name Change on August 25, 2013

Amended and approved at the Executive Meeting on January 7, 2014

I. Purpose

Wenzao's Education Funding Council (hereinafter referred to as the Council) was established to raise funds to improve its teaching environment and quality, as well as to promote its development.

II. Organization

- I. The Council has a chairman, a position which the President assumes; a vice chairman elected among its members; several ex officio members, positions which vice presidents and college deans assume; and an executive secretary, a position which the Director of Public Relations assumes.
- II. A selection team is established within the Council to take charge of selecting its next members. The team has 7 members, including the Chairman. The President serves as the convener, and the other 6 members should be recommended by the current Council members and decided by the Council after deliberation. A member of the selection team may stand as a candidate in the Council's election and serve as its next member.
- III. A list of the University's faculty and staff and external professionals who are enthusiastic about education will be provided by various units and submitted to the selection team, which will choose and decide the Council members. The number of the Council members will be between 21 and 25, and they will serve a term of 3 years.
- IV. If needed, the Chairman may appoint several consultants; they will attend meetings and provide consultation.
- V. The Council has Secretary and Finance sections, whose work is allocated by the executive secretary. The Secretary Section consists of several staff members from the Office of Academic Affairs, the Office of General Affairs, the Secretariat, and the Office of Public Relations, while the Finance Section consists of two staff members from the Office of General Affairs and the Office of Accounting, respectively.
- VI. Members and advisors of the Council will not be paid, but may apply for reimbursement of relevant expenses according to actual needs.

III. Duties

- I. Secretary Section: takes charge of fundraising and carries out relevant activities
- II. Finance Section: takes charge of revenue and expenditure, as well as bookkeeping

IV. Meeting

- I. The Council should convene a meeting every academic year. If necessary, the Chairman or five members may sign a competition to convene a special meeting.
- II. More than half of the members should attend a meeting. To pass a resolution, the consent of more than half of the members present should be obtained.

V. Use of Funds

I. For the long-term development of the University

II. For setting up student scholarships and faculty research/study grants

III. For acquiring more books, instruments and equipment

IV. For other designated purposes

VI. Funds raised by the Council will be listed as an account title for verification by the corresponding competent authority in educational administration and national taxation bureau, while an announcement about credit investigation will be made.

VII. The Guidelines become effective after being approved at the Executive Meeting and submitted to the President for ratification. Amendments must follow the same procedure.