

佛光大學佛教學系研究生學會組織章程

108年9月19日修訂

110年6月22日修訂

第一章 總則

第一條 本會名稱為「佛光大學佛教學系研究生學會」（Buddhist Studies Graduate Student Association）（以下簡稱本會）。

第二條 本會為一綜合性團體，成立宗旨如下：

1. 配合學校及學院整體教育方針，提高佛教學及相關學科之學術研究風氣。
2. 協助學系蒐集佛教學之相關學術資訊與發展佛教學之學術研究工作。
3. 維繫本會與校外佛教學術團體間之交流與合作。

第二章 會員

第三條 凡為佛光大學佛教學系之當學期註冊在學研究生，含延畢生、交換生、學分生，皆為本會當然會員。

第四條 本會會員享有參與研究生學會及系學會舉辦之各項活動之權利。

第五條 本會會員義務如下：

1. 遵守本會辦法及會員大會所通過之決議。
2. 依規定如期繳納會費；惟延畢生、交換生、學分生不列入收費對象。

第三章 組織及職權

第六條 本會由理事會議進行最高行政決策，理事會議由會長、副會長、學術組、行政組、總務組、文宣組組成。

第七條 本會置會長、副會長各一名，由會員中具選舉人資格者選舉產生，任期一年，得連任一次。

第八條 會長對外代表本會，對內總理會務。會長職務如下：

1. 召開會員大會、理事會議及其它相關之會議。
2. 負責推動各項會議交付之決議案。
3. 於學期初排定活動計畫，提至理事會議討論。
4. 得視當年需要彈性調整組織職權。
5. 任命各組組長，組員由組長組成。

第九條 副會長平時輔佐會長推展所學會事務，如遇會長不在期間，職務由副會長代理之。

第十條 本會及系學會各組協同作業，相互協助但互不干涉，遇有爭執事件由兩方正、副會長做最後評估及裁決。

第十一條 各組職權如下：

一、學術組

- (一) 策劃與統籌年度舉辦之學術研討會、演講、座談、工作坊等事宜。
- (二) 籌組並推動本系讀書會。
- (三) 協助本系舉辦之各種國際學術研討會、工作坊、客座演講等學術活動。
- (四) 結合本系網頁平台，隨時蒐集更新國內外最新學術情報（如會議訊息、學界動態、出版書訊...）。

二、行政組

- (一) 負責文書、會議記錄、內外函件的接收、公告及轉發。
- (二) 會員名錄及動態之建置、修訂與定期更新。
- (三) 全年度行事曆製作。
- (四) 各幹部聘書、證書製作。

三、總務組：

- (一) 負責本會會費之收支、經費預算、帳目管理及公佈。
- (二) 各項活動所需物品之採買。
- (三) 公共器材管理及借用。

四、文宣組：

- (一) 製作學術活動之海報、邀請函等文宣品。
- (二) 活動攝影及拍照
- (三) 發佈活動新聞稿及照片。

第十二條 前正、副會長與各組前幹部有義務適時給予指導、建議，然不參與任何決策。

第四章 會議

第十三條 本會會議種類：會員大會、幹部會議、臨時會議、緊急會議。

1. 會員大會一學期至少召開一次，若遇重大事件、重要活動、具急迫時效者可召開臨時會議或緊急會議。
2. 幹部會議由會長、副會長及各組長參加，由會長或活動總召集召集之，本會議得視情況需要不定期召開之，無重大事故者，不得無故缺席。

第十四條 會員大會由全體會員組成，其職權如下：

- 一、訂定與變更章程。
- 二、選舉或罷免會長。
- 三、議決入會費。
- 四、議決年度活動計畫、報告及預算、決算。
- 五、議決會員（會員代表）之除名處分。
- 六、議決本會之解散。
- 七、議決與會員權利義務有關之其他重大事項。
- 八、每學年必要時得召開會員大會或臨時會議，均由會長召集。

第十五條 會員大會決議分為普通決議及特別決議，如下：

- 一、普通決議：以會員大會實際出席者二分之一以上同意決議之。

二、特別決議：罷免會長、修改章程、解散本會、除名會員，會員大會應有全體會員三分之二以上出席，出席會員四分之三以上同意之特別決議之。會員大會出席未達人數時，不得做任何決議。但若因特殊情節者，可委託他人，做出決議，但應出示委託書，每人限受一人委託。

第十六條 除了召開會員大會或會員臨時會議，其餘時期皆屬休會。休會時期，由理事會議執行會員大會職權。

第五章 選舉與罷免

第十七條

- 1.惟延畢生、交換生、學分生除外，其餘會員皆具有正、副會長的選舉人資格。
- 2.正、副會長候選人應聯名登記參選。原則上由博二生、博一生參選正、副會長；惟為鼓勵更多研究生投入學會服務，故參選人資格不設限制。

第十八條 研究生學會應於選舉日之至少七天前，公佈開放登記參選；並於選舉日之至少三天前，公佈「候選人名冊」與「選舉人數」。

第十九條 選舉日定於每學年上學期，並與系學會選舉日同步舉行。

第二十條

- 1.選舉人應於指定投票所投票。
- 2.同額競選時，總投票數須達選舉人數之百分之二十，且贊成票高於反對票者為當選。
- 3.超額參選時，總投票數須達選舉人數之百分之二十，且得票數最高者為當選。
- 4.若有多組候選人票數相同者，則一週內公開抽籤決定之。

第二十一條 正、副會長當選後，會長應於三週內遴選幹部並完成交接事宜。

第二十二條 會長之罷免，應由二分之一以上會員聯署，向會員大會提出罷免會長案，並以會員總數的三分之二以上出席，出席會員四分之三以上同意之特別決議行之。會長罷免后，由副會長暫代之，並於三十日內進行重選。若原會長剩餘任期少於三個月，則代理至原會長任期結束。會長任內，只允許提出一次罷免案。

第六章 經費及會計

第二十三條 本學會經費之來源如下：

1. 本會會費於每學年定期繳納：本會會費收費對象為碩士班及博士班在學會員，不含交換生、延畢生及學分生（僅限交換生、延畢生及學分生不列入收費對象，但得享有本系系會會員權利）。
2. 延畢生定義，碩士班第三年，博士班第三年之後皆為延畢生。
3. 各界熱心人士自由捐款。
4. 其他。

第二十四條 本學會經費之使用如下：

1. 本會執行之活動支出。

2. 研究生若參與系學會舉辦之活動，則每學期結算系學會補助之金額，並撥款給系學會。撥款辦法為：單次活動系學會補助給每人之金額，及參加之研究生人數合計。

第七章 附則

第二十五條 所有會議決議與本章程抵觸者無效。

第二十六條 若本會之會員如認為本章程有未盡完備之處，得於會員大會兩週前，經二分之一會員連署，提出章程修訂案，交由會長於大會中討論之，經全體會員出席人數三分之二以上通過，始成決議。

第二十七條 會員大會休會期間，由理事會執行會員大會職權，所有理事會通過的章程修訂案，需在下一一次會員大會召開時再進行表決。

第二十八條 本會得視實際需要聘請專家學者及師長指導。

第二十九條 本章程經會員大會通過後，陳請系務會議核備，修正時亦同。

The English version follows the Chinese version. In the event of any discrepancy between the two, the Chinese version shall prevail.

Department of Buddhist Studies Fo Guang University

Graduate Student Association Constitution

Revised on September 19, 2019 (108/09/19)

Revised on June 22, 2021 (110/06/22)

Chapter I General Provisions

Article 1

The official name of this association is the *Buddhist Studies Graduate Student Association of Fo Guang University* (hereinafter referred to as “the Association”).

Article 2

The Association is a comprehensive organization established with the following objectives:

1. To align with the university's and faculty's overall educational policies, and to promote academic research in Buddhist Studies and related disciplines.
 2. To assist the department in collecting academic information on Buddhist Studies and in advancing research work in the field.
 3. To maintain communication and cooperation between the Association and external Buddhist academic organizations.
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Chapter II Membership

Article 3

All graduate students registered in the Department of Buddhist Studies at Fo Guang University in the current semester, including extended-term students, exchange students, and credit students, are ex officio members of the Association.

Article 4

Members have the right to participate in all activities organized by the Association and the Department Student Association.

Article 5

Members have the following obligations:

1. To comply with the regulations of the Association and the resolutions passed by the General Assembly.
 2. To pay membership fees on time as required. Extended-term students, exchange students, and credit students are exempt from membership fees.
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Chapter III Organization and Responsibilities

Article 6

The Association's highest administrative decision-making body is the Executive Council, composed of the President, Vice President, Academic Division, Administrative Division, General Affairs Division, and Public Relations Division.

Article 7

The Association shall have one President and one Vice President, elected from among qualified voting members. Their term of office is one year, renewable once.

Article 8

The President represents the Association externally and manages its affairs internally.

Duties include:

1. Convening General Assemblies, Executive Council meetings, and other relevant meetings.

2. Implementing resolutions passed by meetings.
3. Drafting an activity plan at the beginning of each semester to be discussed by the Council.
4. Adjusting organizational roles and responsibilities flexibly as needed each year.
5. Appointing division heads, with members selected by each head.

Article 9

The Vice President assists the President in carrying out the Association's affairs and serves as acting President during the President's absence.

Article 10

The Association and the Department Student Association collaborate in operations, assisting each other without interference. In the case of disputes, the Presidents and Vice Presidents of both organizations shall make the final evaluation and decision.

Article 11

Division responsibilities are as follows:

1. Academic Division

- Plans and organizes annual academic conferences, lectures, seminars, workshops, etc.

- Organizes and promotes departmental reading groups.
- Assists in hosting international academic conferences, workshops, and guest lectures.
- Updates domestic and international academic information (e.g., conference notices, academic news, publication announcements) through the department's online platform.

2. Administrative Division

- Manages documentation, meeting minutes, incoming and outgoing correspondence, announcements, and forwarding.
- Maintains and updates the membership directory.
- Prepares the annual calendar.
- Produces appointment letters and certificates for officers.

3. General Affairs Division

- Manages collection and expenditure of membership fees, budgeting, accounting, and public financial reporting.
- Purchases supplies for activities.
- Manages and lends shared equipment.

4. Public Relations Division

- Produces posters, invitations, and other promotional materials for academic activities.
- Handles event photography and videography.
- Releases news articles and photos of activities.

Article 12

Former Presidents, Vice Presidents, and division officers are obliged to provide guidance and advice when appropriate but shall not participate in decision-making.

Chapter IV Meetings

Article 13

Types of meetings include General Assembly, Council Meetings, Extraordinary Meetings, and Emergency Meetings.

1. The General Assembly shall be held at least once per semester. Extraordinary or emergency meetings may be convened in case of significant events, important activities, or urgent matters.

2. Council Meetings, attended by the President, Vice President, and division heads, are convened by the President or the chief convener of activities as needed.

Attendance is mandatory unless excused by serious circumstances.

Article 14

The General Assembly, composed of all members, has the following powers:

1. Establishing and amending the constitution.
2. Electing or dismissing the President.
3. Deciding on membership fees.
4. Approving annual activity plans, reports, budgets, and final accounts.
5. Deciding on member (or representative) expulsions.
6. Deciding on the dissolution of the Association.
7. Deciding on other major matters concerning members' rights and obligations.
8. The General Assembly or extraordinary meetings are convened by the President as necessary each academic year.

Article 15

Resolutions of the General Assembly are classified as:

1. **Ordinary Resolutions:** Require the approval of more than one-half of members present.
2. **Special Resolutions:** Required for dismissing the President, amending the constitution, dissolving the Association, or expelling members. These require the attendance of at least two-thirds of all members, with approval from three-fourths of those present. Proxy voting is permitted in exceptional cases with a written authorization (one proxy per member).

Article 16

During recess (when no General Assembly is held), the Executive Council shall exercise the authority of the General Assembly.

Chapter V Elections and Dismissal

Article 17

1. All members, except extended-term students, exchange students, and credit students, have the right to vote for and run for President and Vice President.
2. Candidates for President and Vice President must register jointly. In principle, second- and first-year doctoral students are encouraged to run, though eligibility is not limited in order to encourage participation.

Article 18

The Association shall announce candidate registration at least seven days before the election and publish the list of candidates and eligible voters at least three days prior.

Article 19

The election shall be held in the first semester of each academic year, concurrently with the Department Student Association elections.

Article 20

1. Voting shall take place at designated polling stations.
2. If there is only one candidate team, at least 20% of eligible members must vote, and the number of votes in favor must exceed those against for the candidates to be elected.
3. If there are multiple candidate teams, at least 20% of eligible members must vote, and the team with the highest number of votes wins.
4. In case of a tie, a public lottery shall be held within one week.

Article 21

The elected President and Vice President shall appoint division officers and complete the handover process within three weeks.

Article 22

To dismiss the President, more than half of the members must jointly propose a dismissal motion to the General Assembly. A special resolution requiring attendance by two-thirds of members and approval by three-fourths of those present is needed. After dismissal, the Vice President shall act as interim President, with a re-election held within 30 days. If the President's remaining term is less than three months, the Vice President shall serve until the end of the term. Only one dismissal motion may be proposed per term.

Chapter VI Finance and Accounting

Article 23

The Association's funding sources include:

1. Membership fees collected annually from enrolled master's and doctoral students (excluding exchange students, extended-term students, and credit students, who nonetheless retain membership rights).
2. Extended-term students are defined as master's students beyond their second year and doctoral students beyond their second year.
3. Voluntary donations from supporters.

4. Other sources.

Article 24

Use of funds:

1. Expenses related to Association activities.
 2. When graduate students participate in activities organized by the Department Student Association, the Association shall reimburse the Department Student Association each semester according to the number of participants and the amount subsidized per person.
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Chapter VII Supplementary Provisions

Article 25

Any resolution inconsistent with this constitution is invalid.

Article 26

If members consider the constitution incomplete, they may, with signatures from at least half of the members, propose amendments two weeks before the General Assembly.

Amendments require the approval of two-thirds of attending members.

Article 27

During recess, the Executive Council shall exercise the authority of the General Assembly. Any amendments passed must be ratified at the next General Assembly.

Article 28

The Association may invite experts, scholars, or faculty advisors as needed.

Article 29

This constitution, once passed by the General Assembly, shall be submitted to the Department Affairs Meeting for record. The same applies to future amendments.