

明志科技大學  
Ming Chi University of Technology

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創新育成中心推動委員會設置要點  
Guidelines for the Establishment of  
the Innovation and Incubation  
Center Promotion Committee

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**明志科技大學**  
**創新育成中心推動委員會設置要點**  
**Ming Chi University of Technology**  
**Guidelines for the Establishment of the Innovation and Incubation**  
**Center Promotion Committee**

94.06.24 推動委員會制訂

Formulated on June 24, 2005

103.02.11 行政會議會修訂

Amended during the Administrative Meeting on February 11, 2014

**第一條 目的**

**Article 1 Purpose**

為培育新創企業成長發展，鼓勵師生創業，結合學術研究與業界需求，以服務政府機關及工商業界，並審核中小企業進駐及離駐本校創新育成中心(以下簡稱本中心)各項事宜，設置「明志科技大學創新育成中心推動委員會」(以下簡稱本委員會)，訂定「創新育成中心推動委員會設置要點」(以下簡稱本要點)。

To foster the growth and development of startup enterprises, encourage entrepreneurship among faculty members and students, align academic research with industry needs, and provide services to governmental agencies and the industrial and commercial sectors, the Innovation and Incubation Center Promotion Committee of Ming Chi University of Technology (hereinafter “the Committee”) is hereby established to deliberate matters concerning the admission to and departure from the Innovation and Incubation Center (hereinafter “the Center”) by small and medium-sized enterprises (SMEs). To this end, the Guidelines for the Establishment of the Innovation and Incubation Center Promotion Committee (hereinafter “the Guidelines”) have been established.

**第二條 本委員會職責**

**Article 2 Responsibilities of the Committee**

一、確認本中心發展之方針與目標。

1. To determine the developmental strategies and objectives of the Center.

二、審議中小企業進駐及離駐本中心之事宜。

2. To deliberate matters concerning the admission to and departure from the Center by SMEs.

三、審議進駐本中心之中小企業，其輔導、管理、及考核之事宜。  
3. To deliberate matters related to consulting, managing, and evaluating the SMEs admitted to the Center.

四、審議其它有關本中心之各項事宜。  
4. To deliberate other matters relevant to the operation of the Center.

### 第三條 組織

#### Article 3 Organization

本中心設立創新育成中心推動委員會，委員由校長、主任秘書、教務長、學務長、總務長、研發長、圖資長、工程學院院長、環境資源學院院長、管理暨設計學院院長、進修推廣處處長、會計主任、人事主任、通識教育中心中心主任及本中心主任組成。研發長為本委員會召集人，校長為主席，討論年度發展計畫及方向，並提供相關業務諮詢等。

The Committee comprises the President, Chief Secretary, Dean of Academic Affairs, Dean of Student Affairs, Dean of General Affairs, Dean of Research and Development, Director of Library and Information Services, Dean of the College of Engineering, Dean of the College of Environmental Resources, Dean of the College of Management and Design, Director of the Office of Continuing and Extension Education, Chief Accountant, Chief of Personnel, Director of the General Education Center, and Director of the Center. The Dean of Research and Development shall serve as the Convener of the Committee, and the President shall serve as its Chairperson. The Committee shall discuss the annual development plans and directions and provide consultation on related affairs.

### 第四條 配合事項

#### Article 4 Coordinated Matters

一、本委員會設置執行秘書一人，由創新育成中心主任擔任之，負責事務性工作。

1. The Committee shall appoint one Executive Secretary, who shall be the Director of the Center and shall be responsible for administrative affairs.

二、本委員會每年至少召開會議一次，必要時得由召集人召開臨時會議。

2. The Committee shall convene at least once per year; ad hoc meetings may be convened by the Convener when necessary.

三、本委員會會議中所議決之事項應有二分之一以上委員出席，出席委員二分之一以上同意，始能決議。

3. A resolution shall require the attendance of at least one-half of the Committee members, and approval by at least one-half of those in attendance.

四、本委員會開會時，得視需要邀請相關人員列席並提供資料報告或說明。

4. When necessary, the Committee may invite relevant personnel to attend meetings to provide reports or explanations and submit supporting documents.

#### 第五條 實施與修訂

#### Article 5 Implementation and Amendments

本要點經行政會議通過，陳校長核定後實施，修訂時亦同。

The Guidelines shall be implemented once they have been passed during the Administrative Meeting and later approved by the President.

The same procedure shall apply to any amendments made.