

National Quemoy University Policy for Establishment of a Curriculum Committee

Passed on the 2st Academic Meeting, 12.8. 2004

Passed on the 2st Academic Meeting, 12.6. 2006

Passed on the 2st Academic Meeting, 5.28. 2008

Passed on the 2st Academic Meeting, 5.27. 2010

Passed on the 3st Academic Meeting, 5.22. 2019

Article 1 In order to plan, research and review the school's courses and demonstrate the school's characteristics, National Quemoy University (hereinafter referred to as "NQU") establishes the NQU Curriculum Committee (hereinafter referred to as the "Committee") in accordance with Article 24 of the Enforcement Rules of the University Act.

Article 2 The Committee adopts the three-tier system. Each unit shall establish the corresponding curriculum committee. NQU Curriculum Committee. The first-level academic unit shall establish the College Curriculum Committee. The policy for establishment of such a committee shall be submitted to the NQU Curriculum Committee for reference. The second-level academic unit shall establish the department/institute Curriculum Committee. The policy for establishment of such a committee shall be submitted to the College Curriculum Committee for reference.

Article 3 The curriculum committees at various levels shall perform the following duties:

1.NQU Curriculum Committee:

(1) Set the educational goals and development direction of the whole school.

(2) Plan and review the school-wide required common course framework and regulations.

(3) Review the enactment and update of school-wide degree conferral regulations, list of required courses and course requirements.

(4) Examine the basis of the required courses for each department (institute) each semester.

(5) Review the number and allocation of credits for elective courses

in each department (institute) each semester.

(6) Review the revision of the school's compulsory and elective course schedules.

(7) Coordinate, integrate, improve or review any other matters related to school-wide teaching and courses.

2. College Curriculum Committee:

(1) Plan and review degree conferral regulations, required and selective courses, course requirements and programs of the department and units subordinate to the department.

(2) Plan and review the courses offered by the department and units subordinate to the department.

(3) Plan and review the organization and change of semester courses offered by the department and units subordinate to the department.

3. Department (institute/degree program) Curriculum Committee:

(1) Plan and review degree conferral regulations, required and selective courses, course requirements and programs of the department and units subordinate to the department.

(2) Plan and review the courses offered by the department and units subordinate to the department.

(3) Plan and review the organization and change of semester courses offered by the department and units subordinate to the department.

Article 4 The committee members including the Vice President for Academic Affairs, the heads of departments (institutes), the director of the General Education Center, the director of the physical education, the director of the military training, two student representatives, and outsiders. Leader of the Registration and Leader of the Academic Affairs. The Vice President for Academic Affairs shall serve as the Committee chairman and chair the Committee meetings. The head of the Divisions of Curriculum shall serve as the executive secretaries.

Meetings of the curriculum committees at various levels shall be attended by student representatives, and also experts/scholars inside/outside NQU, and industry professionals, if necessary.

- Article 5 The term of office of the convener and secretary of the Association shall be consistent with the term of office of their supervisors. The term of office of the remaining members shall be one year and may be re-elected.
- Article 6 The Committee shall convene the meeting at least once per semester. The Committee chairman may convene any special meeting, if necessary.
- Article 7 When the association is in session, the convener shall serve as the chairman. If the convener is unable to attend, each member shall elect one person from among himself to serve.
- Article 8 The meeting can only be held if one-half (inclusive) of the members are present in person, and resolutions can only be made with the consent of one-half of the members present.
- Article 9 The Policy shall be implemented upon passing the Academic Affairs Meeting. The same shall apply where the Policy is amended.