

NATIONAL SUN YAT-SEN UNIVERSITY

College of Liberal Arts Guidelines for Curriculum Committee Establishment

Issued by the 3rd College General Meeting on March 25, 2010, School Year 98.

Approved by the 4th Curriculum Committee Meeting on May 31, 2010, School Year 98.

Approved by the 124th Academic Affairs Meeting on June 15, 2010.

- Article 1. In order to evaluate the curriculum introduced by the various departments as well as all related affairs, the College of Liberal Arts (CLA) has developed the “National Sun Yat-sen University CLA Guidelines for Curriculum Committee Establishment” in accordance with the regulations described in the University Act as well as the “Guidelines for Establishing the Curriculum Committee” formulated by the National Sun Yat-sen University.
- Article 2. The College Curriculum Committee is responsible for various affairs including those described below: (1) Review of curriculum structures organized by the curriculum committees of each department/institute as well as the curriculum committee’s development directions; (2) coordination with related departments/institutes to integrate curriculum prior to its introduction to prevent repetitive courses and waste of resources; (3) re-assessment and review of new curriculum introduced by each department/institute; (4) review of lists of compulsory courses offered by each department/institute; (5) review and approval of curriculum-related issues.
- Article 3. The College Curriculum Committee comprises the college dean, department/institute chairman, and a representative of professors selected from each department/institute (the said professors must be representatives of each department/institute curriculum committee). The college dean serves the role as the convener of meetings, and one student representative shall be selected from each department/institute to attend as a nonvoting delegate (the student must be a representative of the department/institute’s curriculum committee). When necessary, assistants of case officers from the department/institute or experts and scholars from outside the university may be asked to attend the meeting (limited to two persons only); regarding the experts and scholars from outside the university shall be recommended by the heads meeting.
- Article 4. The College Curriculum Committee members have a term of office of two years, which may be extended if the members are re-elected.
- Article 5. Prior to approving the final resolutions for curriculum evaluations, the College Curriculum Committee must submit resolutions to the University’s Curriculum Committee and the academic affairs meetings for review and approval.
- Article 6. The College Curriculum Committee must convene at least two meetings per semester;

unscheduled meetings may be held when necessary.

Article 7. Issues unaddressed by these guidelines shall be managed in accordance with relevant laws and regulations.

Article 8. The present regulations shall be implemented following approvals of college general meetings, the University Curriculum Committee, and academic affairs meetings. The same procedure shall be carried out when amendments are to be made.