

NATIONAL TAIWAN UNIVERSITY

Directives for Establishing Curriculum Committees

October 16, 2009 Passed by the 1st Academic Affairs Meeting, fall semester, Academic Year 2009–10
January 07, 2011 Amended by the 2nd Academic Affairs Meeting, fall semester, Academic Year 2010–11
March 11, 2011 Amended by the 1st Academic Affairs Meeting, spring semester, Academic Year 2010–11

Article 1 National Taiwan University (NTU or “the University”) formulates the NTU *Directives for Establishing Curriculum Committees* (“the Directives”) in accordance with Article 24 of the *Enforcement Rules of the University Act* for the development and review of NTU courses so that they may best exemplify University’s characteristics and reach educational goals.

Article 2 To facilitate the development and review of NTU courses, University curriculum committees shall be established on three levels. In addition to the university-level curriculum committee, departments (or graduate institutes/degree programs) shall form department-level (or graduate institute-/degree program-/discipline cluster-level) curriculum committees and submit the committee bylaws to a college affairs meeting held by their associated college for approval and reference. NTU colleges and the Center for General Education shall form college-level curriculum committees and submit the committee bylaws to the Academic Affairs Meeting for approval and reference.

The divisions under the Center for Teacher Education, Athletic Department, and Center for General Education shall each form a curriculum committee in the same manner as departments (or graduate institutes/degree programs).

Article 3 The responsibilities of the University’s various curriculum committees shall be as follows:

1. The University-level curriculum committee:
 - 1) Determination of the University’s educational goals and direction of development
 - 2) Development and review of the University’s curriculum framework and deliberations regarding related strategies
 - 3) Coordination, integration, or improvements involving other matters related to the University’s curriculum and teaching strategies
2. College-level curriculum committees:
 - 1) Development, coordination, and review of courses offered by the college and its subordinate departments, graduate institutes, and degree programs
 - 2) Coordination of matters involving general courses and liberal education courses
 - 3) Deliberations regarding changes to required courses by the subordinate departments, graduate institutes, and degree programs where necessary
3. Department-level (or graduate institute-/degree program-/discipline cluster-level) curriculum committees:
 - 1) Development of and deliberations regarding the content and curriculum structure of required and elective courses offered by the

department, graduate institute, or degree program

- 2) Deliberations regarding course offerings and changes by the department, graduate institute, or degree program in accordance with the stipulated provisions
- 3) Coordination, integration, or improvements involving other matters related to the department, graduate institute, or degree program's curriculum and teaching strategies

Article 4 The University-level curriculum committee shall consist of several members, including faculty representatives, student representatives, and off-campus representatives:

1. The faculty representatives shall be the Vice President for Academic Affairs, the dean each college (or convener of the college-level curriculum committee), and the Director of the Center for General Education.
2. The NTU Student Association, Student Congress, and Graduate Student Association shall each appoint one student representative. The college-level student associations shall also jointly appoint one representative.
3. The off-campus representatives shall be one industry representative recommended by the Office of Student Affairs and one alumni representative recommended by the Secretariat.

The Vice President for Academic Affairs shall serve as committee chair and convener; the Curriculum Division Director shall serve as executive secretary. The committee chair may invite stakeholders to attend committee meetings if necessary.

Article 5 Directives governing the formation of college- and department-level (or graduate institute-/degree program-/discipline cluster-level) curriculum committees shall be formulated separately. Each committee shall include at least one student representative. Several alumni representatives and off-campus experts or industry representatives may also be appointed.

Article 6 The university-level curriculum committee shall be convened at least once per academic year by the committee chair. Interim meetings may be called when necessary.

Article 7 Curriculum committees across all levels at the University may only convene with more than half of the members present, and a resolution may only be made with more than half of the attending members voting in concurrence.

Article 8 The Directives shall be passed by the Academic Affairs Meeting and then implemented on the date of promulgation.