

# **NATIONAL TAIWAN UNIVERSITY**

## **Directives for Establishing the Learning Outcomes Assessment Committee**

January 07, 2011      Passed by the 2<sup>nd</sup> Academic Affairs Meeting, fall semester, Academic Year 2010–11  
March 11, 2011      Amended by the 1<sup>st</sup> Academic Affairs Meeting, spring semester, Academic Year  
2010–11

- Article 1      The National Taiwan University (NTU or “the University”) Learning Outcomes Assessment Committee (“the Committee”) are established to assess students’ learning outcomes and experiences as references for adjusting the University’s educational goals and curriculum frameworks.
- Article 2      The responsibilities of the Committee shall be as follows:
1. Development of feedback questionnaires for freshmen, graduates, alumni, and employers
  2. Administration of various questionnaires
  3. Statistical processing and analysis of questionnaire results
  4. Other matters related to learning outcomes assessment methods and systems
- Article 3      The Committee shall consist of 9–13 members, with the Vice President for Academic Affairs serving as convener. The Secretary-General, Vice President for Student Affairs, Vice President for Research and Development, and Vice President for International Affairs shall serve as ex-officio committee members. The remaining committee members shall be full-time NTU faculty members appointed by the Vice President for Academic Affairs. Each member shall serve a one-year term and may be reappointed consecutively. The Committee may invite graduating student representatives, industry representatives, or other stakeholders to attend committee meetings where necessary.
- Article 4      The questionnaires shall, in principle, be conducted online. Questionnaires for freshmen and graduating students shall be conducted once per academic year; questionnaires for alumni and employers shall be conducted once every three years. Survey questions shall be implemented after approval by the Committee.
- Article 5      The Committee may utilize survey data from off-campus groups for statistical analysis.
- Article 6      The responsibilities for learning outcomes assessment shall be shared as follows:
1. The Office of Academic Affairs’ Curriculum Division shall send meeting notices and submit meeting minutes for approval.
  2. The Office of Academic Affairs’ Computer Information Management Division shall develop the online questionnaire platform and perform statistical analysis on survey data.
  3. The Office of Academic Affairs’ Center for Teaching and Learning Development shall analyze questionnaire results and handle questionnaires for freshmen and graduating students.

4. The University's Office of Secretariat shall handle questionnaires for alumni.
5. The Office of Student Affairs shall handle questionnaires for employers.

Article 7 The survey analysis results may be shared with the University's teaching units to allow for a better understanding of the feedback and to serve as a reference for the review and improvement of curricula and teaching strategies.

Article 8 The Committee shall convene at least once every academic year; interim committee meetings may be convened when necessary. A meeting may only be convened with more than half of the members present, and a resolution may only be made with more than half of the attending members in concurrence.

Article 9 The Directives shall be passed by the Academic Affairs Meeting and then implemented on the date of promulgation.