

NATIONAL SUN YAT-SEN UNIVERSITY

College of Social Sciences Guidelines for Course Committee Establishment

Amended and approved by the 3th College General Meeting on March 24, 2004, School Year 92.
Amended and approved by the 2nd College General Meeting on December 27, 2007, School Year 96.
Amended and approved by the 2nd College General Meeting on October 30, School Year 97.
Amended and approved by the 3rd College General Meeting on January 6, 2009, School Year 97.
Amended and approved by the 2nd College General Meeting on October 29, 2009, School Year 98.
Reviewed and approved by the 2nd University Course Committee Meeting on November 30, 2009, School Year 98.
Reviewed and approved by the 122nd University Academic Affairs Meeting on December 14, 2009.
Amended and approved by the 1st College General Meeting on November 21, 2013, School Year 102.
Reviewed and approved by the 3rd University Course Committee Meeting on March 3, 2014, School year 102.
Reviewed and approved by the 139th University Academic Affairs Meeting on March 20, 2014.

- I. "National Sun Yat-Sen University College of Social Sciences Course Committee (hereinafter referred to as the "Committee") is specifically formed by the College of Social Sciences (hereinafter referred to as the "College") in accordance with Enforcement Rules of the University Act in order for review of courses established by each unit and course-related matters.
- II. The main responsibilities of the Committee include:
 - A. Reviewing the curriculum structure and direction planned by department-level course committees.
 - B. Integrating and coordinating courses established by departments and institutes of the College to avoid repetition and resource wasting.
 - C. Reviewing and verifying new courses established by each department/institute.
 - D. Reviewing matters relevant to tables of compulsory subjects for new students of the College.
 - E. Examining issues relevant to courses.
- III. The Committee is comprised of the dean of the college, chairmen/directors of departments (institutes and programs), one faculty member elected as representative from each department/institute, and two students assigned in turns as representatives for each institute/department (who shall be representatives of department/institute course committees). When necessary, one to two experts/scholars outside the university may be selected and appointed to attend meetings. The dean of the college shall be the convener of the Committee.
- IV. The term of Committee members is two years with a prospect of continuation via re-election. In principle, half of the Committee member seats shall be re-elected every year.
- V. Resolutions made by the Committee with respect to course reviews shall be submitted to the University Course Committee and academic affairs meetings for further reviews.
- VI. Committee meetings are convened at least two times every semester, with interim meetings organized when necessary.
- VII. For matters unaddressed in the present guidelines, please refer to relevant laws and regulations.
- VIII. The present guidelines shall be implemented following approvals of college general meetings, the University Course Committee, academic affairs meetings, and the authorization of the president. The same procedure shall be carried out when amendments are to be made.