

Guidelines on the Establishment of Curriculum Committee of College of Intelligent Science and Technology at I-Shou University

Adopted by the University Academic Council on January 19, 2022, and promulgated with the consent from the President dated February 8, 2022

- I. The Guidelines on the Establishment of Curriculum Committee of College of Intelligent Science and Technology at I-Shou University (hereinafter referred to as "the Guidelines") are made by the College of Intelligent Science and Technology (hereinafter referred to as "the College") pursuant to Article 2 of the Regulations for the Establishment of Curriculum Committees at I-Shou University.
- II. The Curriculum Committee of the College (hereinafter referred to as "the Committee") is responsible for the following:
 1. deliberating the core competencies that students are expected to have and performance indicators of the College and its subordinate units, as well as their appropriateness and consistency;
 2. deliberating the curriculum design and course weight based on the educational objectives, core competencies that students are expected to have, and performance indicators of the College and its subordinate units;
 3. deliberating course-related issues, including but not limited to academic programs, study plans, learning maps, course addition/change/deletion, graduation requirements, and course offerings of the College and its subordinate units;
 4. deliberating issues relating to minors, double majors, prerequisite courses, and credit transfer at the College and its subordinate units;
 5. deliberating the second part of the syllabi of the courses offered by the College and its subordinate units (including the course description and the condition); if any two courses have the same title, the weekly outlines shall be at least 60% similar;
 6. deliberating the educational background and specialties of faculty members

within the College as well as the integration and allocation of teaching resources;

7. deliberating the results of and feedback on teaching surveys as well as relevant improvement measures;
8. deliberating the criteria of basic competencies students are expected to acquire before graduation as set forth by the College and its subordinate units;
9. deliberating the analysis results of course offerings and teaching effectiveness as well as relevant improvement measures of the College and its subordinate units; and
10. deliberating any other issues relating to the curriculum design of the College.

III. The Dean and the chairs of departments (directors of institutes and programs) of the College are ex-officio members of the Committee, and the Dean of the College shall be the convener and chairperson of the Committee. One full-time faculty member from each department/institute/program-level curriculum committee shall be selected to serve as elected members. The Dean of the College shall submit a list of candidates to the President for selection and appointment. Elected members shall serve a one-year term and may be re-appointed. Scholars and specialists from within or outside the University and student representatives may be invited to attend committee meetings to exchange views as participants without the power to vote.

IV. The Committee shall meet at least once every semester. Ad hoc meetings may be convened if necessary.

V. A quorum of at least two-thirds of the total membership will be required to validate a committee meeting, and consent from at least half of the members attending is required for resolutions.

VI. Curriculum-related proposals put forward by the subordinate units of the College shall first be reviewed by the Curriculum Committee and the Departmental (Institute or Program) Affairs Council of each subordinate unit and then submitted to the Committee for deliberation. The resolutions adopted by the Committee regarding new electives or adjustments to existing electives within the College shall be forwarded to the Curriculum Section of the Office of Academic Affairs (or the Academic Affairs Section of the

Division of Continuing Education) for registration. Other proposals approved by the Committee shall be submitted to the university-level Curriculum Committee for further deliberation.

- VII. The Guidelines become effective on the third day of promulgation after being adopted by the College Affairs Council and the University Academic Council and ratified by the President.

Note: In case of any disputes or misunderstanding regarding interpretation of the language or terms of these Guidelines, the Chinese language version shall prevail.