

# **National Taiwan Normal University**

## **Graduate Institute of Social Work**

### **Curriculum Committee Establishment Guidelines**

2008.10.20 Passed during the Institute Affairs Meeting

2008.10.28 Amended and passed during the College Curriculum Committee Meeting

2015.1.5 Amended and passed during the Institute Affairs Meeting.

- I. The National Taiwan Normal University Graduate Institute of Social Work's *Curriculum Committee Establishment Guidelines* (the "Committee"; the "Guidelines") have been formulated in accordance with National Taiwan Normal University's Curriculum Committee Establishment Guidelines.
- II. The Committee shall be responsible for deliberation on and the revision and evaluation of the curriculum structure and content of courses offered by the Institute.
- III. The Committee shall be composed of the following members:
  1. The chair of the Institute, who shall serve as an *ex officio* member and convener of the Committee
  2. Committee members appointed from among the full-time faculty members of the Institute
  3. At least 1 postgraduate student representative of the Institute
  4. Several alumni, NTNU or non-NTNU scholars and experts, and industry representatives
- IV. The duties of the Committee shall be as follows:
  1. Planning, discussion, and review of the curriculum structure, credits required for graduation, and courses offered by the Institute.
  2. Planning for matters related to interdepartmental programs (credit programs).
  3. Coordination of, integration of, and improvements to teaching and courses.
- V. The Committee shall hold at least 1 meeting every semester. Additional meetings may be held as necessary.
- VI. A meeting may only be convened when more than half of the Committee members are present, and a resolution may only be passed if it is approved by more than half of the Committee members present.
- VII. These Guidelines shall take effect approval by the College Curriculum Committee and submission to the University Curriculum Committee for future reference. The same shall apply for all future amendments made hereto.