

Regulations Governing the Curriculum Committee of the Department of Applied Chinese, Kainan University

Approved and amended at the 19th Department Affairs Meeting of Academic Year 2018 on May 1,
2019

Articles 6 and 8 amended and approved at the 7th College Affairs Meeting of Academic Year 2018
on May 29, 2019

Amended and approved at the 2nd Department Affairs Meeting on September 17, 2020

Amended and approved at the 9th Department Affairs Meeting on April 15, 2026

Amended and approved at the 5th College Curriculum Committee Meeting on May 6, 2026

Amended and approved at the 6th College Affairs Meeting on May 6, 2026

Article 1

The Department of Applied Chinese of Kainan University (hereinafter referred to as “the Department”) establishes the Department Curriculum Committee (hereinafter referred to as “the Committee”) in accordance with Article 4 of the Kainan University Regulations Governing the Curriculum Committee. The Committee is responsible for planning and reviewing the Department’s curriculum and handling educational affairs related to the Department in order to implement the educational objective of cultivating public affairs management professionals.

Article 2

The duties of the Committee are as follows:

1. To formulate and plan the required and elective courses of the Department.
2. To coordinate instructional support among teaching units.
3. To evaluate and improve the Department’s curriculum.
4. To review and determine principles for course credit transfer and exemption for transfer students and students changing majors within the Department.
5. To review and determine principles governing deferment of required courses in the Department.

6. To review and approve course syllabi of the Department.
7. To review and deliberate other matters related to the Department's curriculum.

Article 3

The Committee shall consist of all full-time faculty members of the Department. The Department Chair shall serve as the Chairperson and convener of the Committee. When necessary, scholars and experts from inside and outside the University, representatives from industry, alumni, and current students may be invited to participate in meetings.

Article 4

External experts shall be recommended by the Department Chair and approved by a vote of the Department Curriculum Committee members.

Article 5

The term of office for Committee members shall be one academic year, and all positions shall be unpaid. Full-time faculty members who are reappointed shall be deemed reappointed as Committee members. Newly hired faculty members shall assume office upon the effective date of their appointment.

Article 6

The Committee shall convene at least once each semester. Special meetings may be called when necessary. At least once each academic year, scholars and experts from inside and outside the University, representatives from industry, alumni, and current students shall be invited to participate in curriculum planning and consultation. Current student representatives shall include:

1. One undergraduate student representative, to be represented by the President of the Department Student Association.

Article 7

Any matters not provided for herein shall be handled in accordance with the relevant regulations of the University.

Article 8

These Regulations shall be implemented upon approval by the Department Affairs Meeting, the College Curriculum Committee, and the College Affairs Meeting, followed by authorization from the President of the University. The same procedure shall apply to any amendments.