

## **Regulations for the Establishment of the Curriculum Committee of the Department of English, National Taiwan Normal University**

97 Academic Year, Fall Semester, Approved by the English Department Curriculum 3rd Meeting (Oct.28, 2008)

97 Academic Year, Fall Semester, Amended and Approved by the College of Liberal Arts Curriculum Committee 2nd Meeting (Nov. 6, 2008)

97 Academic Year, Fall Semester, Amended and Approved by the University Curriculum Committee 1st Meeting (Nov. 27, 2008)

103 Academic Year, Fall Semester, Amended and Approved by the University Curriculum Committee 2nd Meeting (Dec. 17, 2014)

- I. These regulations are established in accordance with the “Regulations for the Establishment of Curriculum Committees at National Taiwan Normal University.”
- II. The Curriculum Committee of the Department of English shall consist of members, including faculty representatives, a student representative, and external representatives.
  1. Faculty representatives shall include the department chair and 5 members from each of the department’s three tracks (Literature, Linguistics, and TESOL), making a total of 16 members. The department chair shall serve as the chairperson and convener.
  2. The student representative shall be an undergraduate or graduate student, and appointed by the students themselves.
  3. External representatives shall be recommended and appointed by the department chair, and may include alumni, industry professionals, or scholars from outside the university. There shall be 2 external representatives, serving a term of two years, with the possibility of reappointment.
  4. The chairperson may invite relevant individuals to attend the meetings as deemed necessary.
- III. The responsibilities of the Curriculum Committee of the Department of English are:
  1. To plan, discuss, and approve the curriculum structure, required credits for graduation, and various courses offered by the department.
  2. To plan matters related to interdisciplinary professional programs (credit programs).
  3. To coordinate, integrate, or improve matters related to teaching and the curriculum within the department.
- IV. The Curriculum Committee of the Department of English shall convene at least once per semester, with the possibility of additional meetings at the discretion of the chairperson.
- V. A quorum of more than half of the committee members is required to convene a meeting. Resolutions must be approved by more than two-thirds of the attending members to be adopted.
- VI. These regulations shall be implemented upon approval by the university-level curriculum committee and college-level curriculum committee. Any amendments shall follow the same process.