

NCHU Department of Business Administration Guidelines for Academic Committee

Enacted in the Departmental Affairs Meeting on Sep. 2, 2003
Amended in the Departmental Affairs and Curriculum Committee Meeting on Aug. 20, 2009

- Article 1 This Regulation has been established in accordance with Article 3 of the Department Constitution.
- Article 2 The department has established an academic committee to enhance academic standing and promote teaching effectiveness and research outcomes. The committee consists of five members, with the department chairperson serving as an ex-officio member and convener and acting as the meeting chair. The remaining four members, including assistant professors and above, are elected from the department's full-time faculty in the departmental meeting. The term of office for the elected members is one year, with the possibility of re-election.
- Article 3 The Academic Committee will appoint the department's teaching assistant as the executive secretary to handle related affairs. The Academic Committee shall hold at least one meeting each semester."
- Article 4 The responsibilities of the Academic Committee are as follows:
1. Drafting and reviewing the annual academic plan.
 2. Reviewing the qualifications for graduate degree examinations and the list of examination committee members; reviewing the publication points for PhD students; and deliberating on other academic matters. The evaluation criteria and related procedures may be established and implemented by the Academic Committee.
 3. Reviewing the admission applications of international students, overseas Chinese students, NCHU PAX exchange students, children of government officials working abroad, and the transfer department applications.
 4. Reviewing the formulation and revision of regulations related to teaching and research, training, assessments, and academic activities.
 5. Planning and review of matters related to other academic activities.
- Article 5 Any matters not covered in this Regulation shall be handled in accordance with the NCHU or Department's relevant regulations and the resolutions of the Departmental Affairs Meeting.
- Article 6 These regulations and any amendments hereto shall be approved in the Departmental Affairs Meeting before effect.

※ In case of discrepancy between the Chinese version of terms & rules and its English translation, the Chinese version shall prevail.