

Guidelines for the Establishment of the Teaching Advisory Committee of Language Center, National Changhua University of Education

Approved at the Executive Meeting on June 5, 2013

Amended and approved at the Executive Meeting on Dec. 4, 2013

Approved at the Executive Meeting on Dec. 4, 2019

1. The Language Center of National Changhua University of Education (hereinafter referred to as the center), in order to build a comprehensive curriculum planning mechanism and to improve effectiveness of teaching, specially established the "Guidelines for the Establishment of the Education Advisory Committee of Language Center, National Changhua University of Education" (hereinafter referred to as the guideline).
2. Missions of the Education Advisory Committee of the Center (hereinafter referred to as the Committee):
  - (1) Examination and editing of courses of the center.
  - (2) Professional consultation on relevant executive matters of the center.
  - (3) Suggestions in relation to the teaching of the center.
3. The committee consists of ex-officio members and other members. Vice President, Director of the Language Center, Director of Office of Academic Affairs, Director of Office of International and Cross-Strait Affairs, Director of Center for General Education, Dean of Faculty of Arts, Department Head of Department of English, and Department Head of Department of Chinese serve as ex-officio members. The other members are appointed by the vice president according to actual needs. The members' service is one year and it can be continued.
4. The committee sets one chairperson, held by the vice president. The director of the center acts as the convener. A meeting will be held every academic year. If necessary, an impromptu meeting may be held. At a meeting, more than half of the members must be present, and a resolution should be approved by at least half of the members present at the meeting.
5. If there are any matters not comprehensively covered in this guideline, they should be managed according to relevant regulations of the university.
6. These guidelines were approved at the executive meeting, and were implemented by the approval of the principal. The same procedure applies for the amendments.