National Taiwan Normal University Department of Chemistry Curriculum Committee Establishment Guidelines

Article 1 These guidelines are established in accordance with "Article 3, Section 2 of the National Taiwan Normal University Curriculum Committee Establishment Guidelines."

Article 2 The committee consists of thirteen members, with elections held annually, excluding the department chair:

(1) The department chair serves as the convener and presides over the Curriculum Committee meetings.

(2) The department appoints two representatives from each of the following areas: organic chemistry, inorganic chemistry, physical chemistry, analytical chemistry, and one representative from applied chemistry, in June each year.

(3) The committee includes one external expert/scholar and two student representatives. The department chair appoints an appropriate candidate as the external expert/scholar. Student representatives are selected from the graduating class, and they must have received the "Outstanding Undergraduate Student Scholarship."

Article 3 The responsibilities of the committee are as follows:

(1) Deliberate on matters related to the department's curriculum structure, course titles, compulsory/elective courses, credits, applicable academic years, and whether the expertise of the instructors aligns with the course content.

(2) Review matters related to the curriculum evaluation of the department.

(3) Discuss matters related to interdisciplinary professional (credit) programs.

(4) Formulate relevant planning matters.

Article 4 The committee must convene meetings at least once per semester.

Article 5 For a committee meeting to proceed, at least half of the members must be present, and decisions on proposals require the agreement of more than half of the attending members for resolution.

Article 6 These establishment guidelines are to be verified by the university's Curriculum Committee and submitted for reference to the University Curriculum Committee before implementation. The guidelines will also follow the same procedure when amended.