

義守大學國際商務學系課程規劃委員會設置要點

102年8月8日校長准予備查修正公告全文

- 一、義守大學國際商務學系(以下簡稱本系)依據「義守大學課程規劃委員會設置辦法」第二條訂定本要點。
- 二、本系課程規劃委員會(以下稱本會)職掌如下：
 - (一)審議本系教育目標、能力及達成指標與學系教育目標之一致性及適切性。
 - (二)依據本系教育目標、能力及能力達成指標審議課程規劃及課程權重設計。
 - (三)審議本系各學制、學程修課計畫、課程學習地圖、課程新增異動、畢業條件、各類課程開課規劃等與課程相關事宜。
 - (四)審議本系輔系、雙主修、擋修、學分抵免(算)規劃實施等相關事宜。
 - (五)審議本系授課計畫表第二部分(含課程描述、修課條件等)；課程名稱相同者，其每週授課大綱內容規劃至少60%以上之相同度。
 - (六)審議本系師資及開課資源之安排與整合。
 - (七)審議教學意見調查相關回饋及改善策略事宜。
 - (八)審議本系之學生基本能力畢業資格檢定暨作業規定。
 - (九)審議本系課程實施及教學成效相關分析結果及改善策略。
 - (十)其他與本系課程規劃相關議案之審議及討論。
- 三、本會由系主任為當然委員，並為召集人及會議主席；選任委員由系主任就本系專任教師遴選一至四人擔任，並應遴聘校內外學者、產業界專家以及學生代表各一人擔任委員。本會委員由系主任推薦，並簽請校長聘任。選任委員及遴聘委員任期一年，得連任之。
- 四、本會每學期至少召開一次會議，必要時得召開臨時會。
- 五、本會開議時應有全體委員三分之二以上出席始得開議；出席委員二分之一以上同意始得決議。
- 六、本會議案審議結果，應提報系務會議審議，再送院課程規劃委員會審議。

七、本要點經系務會議及院務會議審議通過，陳請校長備查後自公告日實施。

Guidelines on Establishment of Curriculum Committee of Department of International Business at I-Shou University

Amendments adopted on June 28, 2006 at the second meeting of the Departmental Affairs Council in the second semester of the academic year 2005

Adopted on July 12, 2006 at the second meeting of the College Affairs Council in the second semester of the academic year 2005

Adopted on November 7, 2006 at the second meeting of the Departmental Affairs Council in the first semester of the academic year 2006

Adopted on January 17, 2007 at the first meeting of the College Affairs Council in the first semester of the academic year 2006

Adopted on November 8, 2007 at the fourth meeting of the Departmental Affairs Council in the first semester of the academic year 2007

Amendments to the Guidelines promulgated on XX XX, 2012 after being reviewed and ratified by the President

- I. The Guidelines on Establishment of Curriculum Committee of Department of International Business at I-Shou University (hereinafter referred to as the “Guidelines”) are enacted by the Department of International Business (hereinafter referred to as the “Department”) as per Article 2 of the Regulations for Establishment of Curriculum Committee at I-Shou University.
- II. The Curriculum Committee of the Department (hereinafter referred to as the “Committee”) is responsible for:
 1. deliberating the Department’s educational objectives, core competences that students are expected to have, and performance indicators;
 2. deliberating the Department’s curriculum design and course weight based on

the Department's educational objectives, core competences that students are expected to have, and performance indicators;

3. deliberating course-related issues, including but not limited to academic programs, students' study plans, learning maps, course addition/change/deletion, graduation requirements, and course offerings;
 4. deliberating issues related to minors, double majors, prerequisite courses, and credit transfer;
 5. deliberating the second part of the syllabi of the courses offered by the Department (including the course description and the condition); if any two courses have the same course title, the weekly outlines must be at least 60% similar;
 6. deliberating the educational background and specialties of faculty members at the Department as well as the integration and allocation of teaching resources;
 7. deliberating the results of and feedback on teaching surveys as well as relevant improvement measures;
 8. amending the Rules of Assessment of English Proficiency for Eligibility to Graduate from Department of International Business at I-Shou University;
 9. deliberating the analysis results of course offerings and teaching effectiveness as well as relevant improvement measures; and
 10. deliberating any other issues related to curriculum design of the Department.
- III. The Chair of the Department shall serve as the convener and chairperson of the Committee. The Chair of the Department shall appoint one to four full-time faculty members of the Department as elected members, and invited members include one scholar from within or outside the University, one professional from the industry, and one student representative. The Chair of the Department shall submit a candidate list to the President for formal appointment. Elected members and invited members shall serve a one-year term and may be re-appointed.
- IV. Committee members shall meet at least once every semester. Extraordinary sessions shall be organized if occasion requires.
- V. A quorum of more than two-thirds of total membership will be required to validate a meeting. A decision shall not be made unless more than half of the members present vote in favor of the proposal.
- VI. All the decisions made by the Committee shall be submitted to the Departmental Affairs Council for approval, and then submitted to the college-level Curriculum Committee for ratification.

VII. The Guidelines become effective on the third day of promulgation after being adopted by the Departmental Affairs Council and the College Affairs Council as well as being reviewed and ratified by the President.

Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of these Guidelines, the Chinese language version shall prevail.