

Curriculum Committee Establishment Guidelines of the Department of Marine Biotechnology and Resources

Approved by the Department Affairs Council meeting, September 16, 1992

Amended by the Department Affairs Council meeting, December 9, 2008

Amended by the Department Affairs Council meeting, October 20, 2009

Amended by the Department Affairs Council meeting, January 18, 2010

Amended by the Department Affairs Council meeting, March 19, 2010

Approved by the University Curriculum Committee, May 31, 2010

Approved by the 124th Academic Affairs Council meeting, June 15, 2010

1. The Curriculum Committee of the Department of Marine Biotechnology and Resources ("The Department") was established to enhance curriculum quality and content in accordance with the "Curriculum Committee Establishment Guidelines" of National Sun Yat-sen University.
2. The Committee is chaired by the head of the department with a further three (or more) faculty members and lecturers selected for a term of one year.
3. The Curriculum Committee of the Department has the following responsibilities:
 - i. Review and amend the curriculum, curriculum structure and development direction (incorporating feedback from the industry, alumni and student representatives) of the Department on a regular basis.
 - ii. Initial review of the core courses for newly enrolled students.
 - iii. Initial review of the following items in new courses:
 - Course name (Chinese, English), course content, and course outline.
 - Consider other related factors such as how the new course matches with faculty expertise, how it complements the development direction of the department, and how it related to existing courses.
 - iv. Review of course-related issues.
 - v. Plan and assign the course instructors during each academic year based on instructor expertise while also balancing the demands of research and teaching.
 - vi. Study improvements to courses offered by the department and submit these as proposals to the department affairs council for discussion.
 - vii. The relevant resolutions must be approved by the department affairs council before it can be passed to the College Curriculum Committee for review.
4. At least one representative each must be invited from students, alumni and the industry when the Curriculum Committee meets.
5. The "Curriculum Committee Establishment Guidelines" were approved by the department affairs council of the Department prior to implementation. It was also passed to the College and University Curriculum Committees as well as the University's Academic Affairs Council for sanction. Modifications shall follow

the same procedure.