

## 亞洲大學語文教學研究發展中心課程委員會設置要點

### Directives for the Establishment for the Curriculum Committee of the Center for the Development of Language Teaching and Research, Asia University

105.08.17 105 學年度第 1 次行政會議通過

105.11.28 亞洲秘字第 1050015423 號函發布

114.03.24 113 學年度第 5 次行政會議通過修正第 2、8 點條文

114.04.08 亞洲秘字第 1140005575 號函發布

August 17, 2016 Passed by the 1<sup>st</sup> Administrative Meeting, Academic Year 2016-17

November 24, 2016 Issued by Asia Letter No. 1050015423

March 24, 2025 Articles 5,6 and 8 amended and passed by the 5th Administrative Meeting, Academic Year 2024-25

April 08, 2025 Issued by Asia Letter No. 1140005575

- 一、亞洲大學語文教學研究發展中心（下稱本中心）為規劃及審議英(外)語文、華語文及東南亞語文課程，並執行課程相關事宜，以因應高等教育國際化趨勢並配合政府新南向政策，提升本校學生國際移動力及境外生華語文能力，特依據本校「課程委員會組織章程」第二條之規定，設置「語文教學研究發展中心課程委員會」（下稱本委員會）。

In response to the internationalization trend of higher education and in cooperation with the New Southbound Policy, the Center for the Development of Language Teaching and Research, Asia University (hereinafter referred to as “the Center”) plans and reviews Curriculums of English/foreign language, Chinese, and Southeast Asian language courses, and implements curriculum-related matters for the purpose of improving the international mobility of local students and the Chinese proficiency of foreign students. The Curriculum Committee of the Center for the Development of Language Teaching and Research (hereinafter referred to as “the Committee”) has been established in accordance with Article 2 of the Asia University Curriculum Committee Organizational Charter.

- 二、本委員會置主任委員一人，由中心主任兼任之。另置委員七人，由語文教師代表三人、學生代表二人及校外學者、專家各一人組成。主任委員為會議召集人並擔任主席。

The Committee shall consist of one committee chair, who shall be served by the Center Director, and five committee members, including two language teacher representatives, one student representatives, one off-campus scholar, and one off-campus expert. The committee chair shall be the convener and the chairperson of the Meeting.

- 三、本委員會職掌如下：

- (一) 根據本校基本素養/核心能力進行課程規劃與「英文力」畢業門檻之訂定。
- (二) 規劃本校英(外)語文、華語文及東南亞語文教育所開課程之課程規劃，並研議審訂與其他學院或開課單位協調共同課程事宜。
- (三) 研訂與本中心教學品質改進之檢討與研究相關事宜。
- (四) 審核本中心教師專長與所開設課程是否相符。

- (五) 審核本中心教師所授課程大綱內容與中心設定之教育目標是否相符。
- (六) 其他有關符應國家政策、社會發展需要課程之協調、整合及改進等事宜。

The responsibilities of the Committee are as follows:

- (1) Curriculum planning and English proficiency graduation benchmark setting based on the basic competencies/core abilities of the University.
- (2) Curriculum planning of the English/foreign language, Chinese and Southeast Asian language courses, and reviewing matters of coordinating common courses with other colleges or courses offering units.
- (3) Develop matters related to the review and research of the teaching quality improvement of the Center.
- (4) Review whether the expertise of the Center instructors is consistent with the courses offered.
- (5) Review whether the content of the course syllabus taught by the Center instructors is consistent with the educational goals of the Center.
- (6) Other issues related to the coordination, integration and improvement of courses that meet national policies and social development needs.

- 四、本委員會每學期開會至少一次，並應於每學期第十週前召開，必要時得由中心主任召開臨時會議。

The Committee shall be convened at least once per semester and held before the tenth week of each semester. Interim meetings may be called when necessary by the Center Director.

- 五、本委員會邀請出席之校外學者及專家代表得發給出席費及交通費。

The off-campus scholar and expert invited by the Committee may be paid attendance fees and transportation expenses.

- 六、本委員會所議訂之課程相關事項，將逕提校課程委員會審議。Curriculum-related issues discussed by the Committee will be submitted to the university-level curriculum committee for review.

- 七、本要點未規範事項，悉依本校相關規定辦理。

With respect to issues not addressed herein shall be subject to relevant regulations of the University.

- 八、本要點經教務會議審議通過，陳請校長核定後發布施行，修正時亦同。

The Directives will be promulgated and implemented after being passed by the Academic Affairs Meeting, and approved by the University President, with amendments following the same procedure.