

# National Chung Hsing University Mini General Education Course Implementation Regulations

Enacted in the University Curriculum Committee on Oct. 19<sup>th</sup>, 2018

Amended (regulation name) in University Curriculum Committee on Oct. 25<sup>th</sup>, 2023

Amended (points 1-7) in University Curriculum Committee on Mar. 27<sup>th</sup>, 2024

- I. The General Education Center of the Office of Academic Affairs at National Chung Hsing University (hereinafter referred to as the Center) aims to cultivate cross-disciplinary skills and stimulate learning motivation among students by offering a combination of general education courses. These regulations are hereby established.
- II. Implementation regulations for mini general education courses:
  1. Curriculum Content:
    - (1) Mini general education courses are themed interactive courses primarily focused on practical implementation, with each course typically lasting 6 to 8 hours. The class schedule is flexibly arranged within the semester.
    - (2) Curriculum planning shall include course objectives, teaching schedule, teaching methods, assessment methods, etc., and be implemented after review and approval by the Curriculum Committee of the General Education Center.
  2. Faculty:
    - (1) Experts and scholars may be invited to teach or give lectures in accordance with the Regulation for Part-Time Pay and Seminar Fees for Military, Public, and Academic Personnel.
    - (2) Industry experts may be introduced to participate in teaching according to the University's Implementation Regulations on Recruiting Industry Experts for Collaborative Teaching.
    - (3) Full-time teachers teaching mini general education courses may be included in the basic teaching hours for the semester, with a maximum of 2 hours per week. However, this does not count towards overtime teaching hours. If compensation has already been received, it may not be counted toward basic teaching hours.
  3. Class Size: The number of students per class is set between 10 to 40 in principle. If the number of students does not reach 10, the class will not be opened.
  4. Funding: The funding will be provided based on relevant university projects. Course material fees may be charged as needed, with the charging criteria and methods determined separately by the Center.
  5. Teaching Feedback: The Center may conduct its own surveys or evaluations for teaching feedback of each course, which shall serve as

the basis for future course arrangements and shall not be included in the university's Teaching Opinion Survey.

III. Applicable Subjects and Regulations:

1. Applicable Subjects: Undergraduate and extension education undergraduate programs students of the university.
2. Number of Courses: Students may select up to 3 courses per semester. They are not allowed to repeat the same mini general education courses, regardless of whether they have passed it or not.
3. Student Participation: Students who attend all classes without absence or tardiness, submit assignments or complete projects on time, pass course assessments, and complete course questionnaires within the specified period will be deemed to have completed the learning hours.
4. To prevent the waste of course resources, students unable to attend classes as scheduled must apply for course removal or leave within the designated period specified by the Center. Students with absences without valid reasons will have their mini general education course selection rights suspended for the following semester.

IV. Course Information Announcement:

1. The course schedule and notes for each semester will be announced on the Center's website.
2. The course selection schedule for each semester is subject to the announcement by the Center, and it will remain open until the courses are full.

V. Credit Granting:

1. The learning hours for each course are based on a 6-hour principle. Learning hours totaling less than 18 hours in a semester can be accumulated within the period of study. For every 18 accumulated hours, credits will be awarded sequentially as follows: Learning Puzzle of General Education (I), Learning Puzzle of General Education (II), and Learning Puzzle of General Education (III), each worth 1 credit. The hereinabove credits will be awarded by the Center at the end of the semester exam week according to the University's academic calendar, and these credits can be counted towards the general education graduation credits. Each student can earn a maximum of 3 credits.
2. The grading (learning hours) is assessed as "Pass/Fail". Any doubts regarding the grades shall be addressed to the Center before the end of the semester exam week according to the University's academic calendar. Inquiries made after this deadline shall not be processed.

3. Students who deferred graduation in undergraduate programs and students in extension education undergraduate programs are required to pay fees in accordance with the payment standards for the College of Arts extension education undergraduate programs as outlined in NCHU Guidelines on the Payment of Miscellaneous Fees, Credit Fees and Other Fees before credits can be awarded.
- VI. For any matters not mentioned herein, please refer to related NCHU regulations and relevant legal guidelines.
- VII. These regulations shall be implemented upon approval by the General Education Execution Committee and the university's curriculum committee, and the same shall apply to any amendments.