

NCHU Regulations for the Establishment of the Office of Academic Affairs

Enacted in the 51st University Affairs Meeting on Dec. 8th, 2006
Amended (Article 2) in the Interim University Affairs Meeting on Oct. 3rd, 2007
Amended (Article 2) in the 55th University Affairs Meeting on Dec. 12th, 2008
Amended (Article 2) in the 79th University Affairs Meeting on Dec. 8th, 2017
Amended (Article 2) in the 93rd University Affairs Meeting on Jun. 4th, 2021

Article 1 The Office of Academic Affairs (hereinafter referred to as Office) has been established in compliance with NCHU Organizational Regulations to provide services relating to academic affairs to NCHU.

Article 2 Office of Academic Affairs is comprised of the following units:

- I . Division of Registration: Responsible for services relating to student status and grade to students in NCHU's undergraduate, master's, and doctoral programs.
- II . Division of Curriculum: Responsible for services relating to course management and teaching hour calculations for NCHU's undergraduate, master's, and doctoral programs.
- III . Division of Recruitment & Information: Responsible for admissions exams, recruitment, and other related affairs for NCHU's undergraduate, master's, and doctoral programs.
- IV. Center for Development of Teaching & Learning: Overall management of teaching development promotion, teacher professional development in teaching, student guidance in learning, application of learning technologies, etc.
- V . Center of EMI: Responsible for developing all-English courses, developing English teaching capabilities in teachers, and all affairs relating to NCHU's English teaching resources and platforms.
- VI. Center for General Education: Responsible for planning, reviewing, and opening general education courses; planning and promoting general education campaigns; and for evaluating and improving general education at NCHU.

In addition to the responsibilities hereinabove, units under the Office are also responsible for any tasks ordered by NCHU.

Article 3 Appointment of section chiefs for divisions under the Office of Academic Affairs shall be handles in compliance with the NCHU Organizational Regulations.

Article 4 The Regulations have been passed at the University Affairs Meeting, and will be implemented. The same shall apply when these Regulations are amended.