

Asia Eastern University of Science and Technology
Department of Electronic Engineering Course Committee
Organizational Rules

Second revision on June 2, 2009

- Article 1 The " Asia Eastern University of Science and Technology Department of Electronic Engineering Course Committee" (hereinafter referred to as "the Committee") is specially established In order to make course formulation and discussion of the department more rigorous and institutionalized.
- Article 2 The main duties of the Committee are as follows:
 (I) Discussion of new courses.
 (II) Review of department course content and allocation (including common required subjects, professional required courses, and professional electives).
 (III) Self-evaluation of departmental teaching.
- Article 3 The Committee is composed of at least five people, including one student representative and 20% industry representatives. The term of office of members is one year. A number of members are hired by the department dean, and the remaining members are selected by registration.
- Article 4 The Committee has a chair-convener (two roles in one person) who is elected in the department affairs meeting; the chair-convener is responsible for coordinating and guiding the operation of the department. When other meetings is held, the chair-convener will be the chair. If the chair cannot be present, the committee members shall elect a chair from amongst them.
- Article 5 The Committee shall convene at least once every semester, convene extraordinary meetings when necessary, and make meeting minutes.
- Article 6 At the Committee meeting, a quorum of more than half of the members must attend in person before the meeting can be held, and resolutions are made only if voted in favor by at least one half of those in attendance at the meeting.
- Article 7 These Organizational Rules shall be implemented after approval by a department affairs meeting. The same applies to all subsequent amendments.