

# **Guidelines for the Establishment of the Teacher Education Committee in the College of Science, National Taiwan Normal University**

Reviewed and passed in the 98th College Council meeting of the College of Science on May 17, 2013  
Revised and passed Articles 2, 3 and 7 in the 104th College Council meeting of the College of Science on October 24, 2014. (in cooperation with the establishment of college-level professional colleges, amendment of regulations on the composition of the committee members and the forms and texts), and published and implemented based on the Official Letter Shih-Da-Li-Yuan-Zi No. 1031025706 on November 5, 2014.  
Reviewed, revised and passed Articles 1-3, 5 and 6 in the 121st College Council meeting of the College of Science on November 9, 2017 (in cooperation with the establishment of college-level professional colleges, amendment of regulations on the composition of the committee members and the forms and texts), and published and implemented by the Official Letter Shih-Da-Li-Yuan-Zi No.1061030728 based on December 1, 2017.

Article 1 In order to strengthen the teaching, research and service functions of the College's teacher education, "Regulations for the Establishment of the **College's** Teacher Education Committee" are hereby formulated in accordance with the University's "Guidelines for the Establishment of the Teacher Education Committee".

Article 2: The Teacher Education Committee of the College (hereinafter referred to as the Teacher Education Committee) is composed of the Dean as the chair, the Associate Dean, the directors of teacher education departments **and the Dean of the professional colleges**, and the director of the Institute of Science Education. If the Associate Dean in the preceding Paragraph has already become a member due to their capacity as the director of the department, institute, **or Dean of the professional college**, the number of seats for members of the department, institute, **or professional college** will not be included.

Article 3 The Teacher Education Committee shall discuss and determine the following matters:

1. Review matters related to the selection of teacher education students within the College.

2. Coordinate matters related to the opening of education professional courses and specialized courses.
3. Coordinate the planning and promotion of guidance works for teacher internships.
4. Coordinate and set positions of teacher education instructors.
5. Coordinate the use of teacher education funds, instructors and administrative manpower, and space equipment.
6. Discuss other matters related to teacher education within the College. The working hours and responsibilities of the teacher education instructors in Subparagraph 4 of the **preceding Paragraph** shall be governed by the relevant laws and regulations of the University.

Article 4 The Teacher Education Committee shall hold at least one meeting every semester, and the matters discussed shall be submitted to the Teacher Education Office of the University for reference.

Article 5 The administrative affairs of the Teacher Education Committee shall be handled by the College Office, or departments, institutes **and professional colleges** may be entrusted with support as necessary.

Article 6 The teacher education departments, institutes **and professional colleges** of the College shall set up a teacher education group composed of the current lecturers and appoint a certain approved number of instructors to be responsible for teaching, research and service work related to teacher education. If the teacher education departments or professional colleges do not have the approved number of instructors for engaging in teacher education, the College will coordinate with the Graduate Institute of Science Education to handle the above matters.

Article 7 The relevant funds used by the College to promote teacher education works shall not be less than 15% of the University's subsidy to the College for the current year.

Article 8 When the Teacher Education College handles teacher education works, it

may apply for relevant funds from the Teacher Education Office and earmark the funds for its own use.

Article 9 For matters not addressed in these **Guidelines**, the university shall follow relevant regulations.

Article 10 These **Guidelines** shall be promulgated by the President and implemented after being approved by the College Affairs Council. Any future amendments will also follow the same process.