國立中山大學醫學院護理學系課程委員會設置要點
Guidelines on the Establishment of the Curriculum Committee of the Department of Nursing in the College of Medicine

114 年 01 月 15 日 113 學年度第 1 次籌備委員會訂定通過
114 年 03 月 18 日 本校醫學院 113 學年度第 4 次課程委員會修訂通過
114 年 04 月 22 日 本校 113 學年度第 4 次課程委員會通過
114 年 05 月 15 日 本校第 184 次教務會議審議通過
Approved at the 184th Academic Affairs Meeting on May 15, 2025

一、醫學院護理學系(以下簡稱本系)為提昇課程品質、強化課程架構與內容及辦理開設課程審查和成效評量等其他相關事宜，依國立中山大學課程委員會設置要點，設置本系課程委員會(以下簡稱本委員會)。

二、These guidelines are formulated in accordance with the *Guidelines on the Establishment of Curriculum Committee* of National Sun Yat-sen University (hereinafter referred to as "the University") to establish the Curriculum Committee in the Department of Nursing (hereinafter referred to as the "Committee"), College of Medicine, aiming to enhance curriculum quality, strengthen curriculum structures and contents, conduct course offering reviews and outcome assessments, and handle other related matters of the Department.本委員會置委員五至九人，由下列委員組成：

I. The Committee shall consist of five to nine members, composed of the following:

(一) 當然委員：本系系主任(兼任召集人)。

(1) Ex-officio member: The Chair of the Department (concurrently serving as the convener).

(二) 遴聘委員：由系主任推薦教師代表三至五人及學生代表一至兩名擔任之，必要時得邀請校外專家學者(含業界代表)一至兩名擔任委員。各遴聘委員任期為一年，連選得連任。遴聘委員因故出缺，得另聘候補委員遞補之，其任期以補足所遺任期為原則。

(2) Appointed members: Three to five faculty representatives and one to two student representatives recommended by the Department Chair. One to two external experts and scholars (including industry representatives) may be invited to serve as members when necessary. The term of office for each appointed member shall be one year, and members are eligible for consecutive re-appointment. If a vacancy arises among the appointed members for any reason, an alternate member may be appointed to fill the vacancy, and the term of office shall, in principle, be limited to completing the unexpired term.

Any dispute over interpretations of these regulations shall be resolved in a court of law based on the Chinese version.

三、本委員會之主要職責如下：

II. The main responsibilities of the Committee are as follows:

(一) 考量社會發展趨勢及本系整體發展，定期檢討本系必、選修課程之比重，課程結構與課程發展方向，並納入護理界(或系友)及學生之意見。

(1) to consider societal development trends and the overall development of the Department, periodically reviewing the proportion of compulsory and elective courses, curriculum structures, and curriculum development directions of the Department, and incorporating opinions from the nursing professional sector (or alumni) and students.

(二) 審議入學新生必修科目表與必、選修課程之相關事宜。

(2) to deliberate on the list of mandatory courses for incoming students and matters related to compulsory and elective courses.

(三) 新開設課程審議須注意下列項目，審查通過之課程提送院、校級課程委員會複審。

(3) to consider the following items when deliberating on new courses. Approved courses shall be submitted to the college- and university-level curriculum committees for further review:

1. 考量課程整合，新開設課程應與教師專長、系發展方向配合、與現有課程之關連性等。

i to consider curriculum integration, new courses shall align with faculty expertise, match the developmental direction of the Department, and correlate with existing courses.

2. 課程名稱(中、英文)、課程內容、課程大綱、教學目標。

ii course titles (in Chinese and English), course content, syllabus, and teaching objectives.

(四) 考量教師專長及平衡研究、教學之負擔，規劃及安排每學年度課程之授課教師。

(4) to consider faculty expertise, balance research and teaching loads, and to plan and arrange course instructors for each academic year.

(五) 彙總每科目及實習之學生評量表，於學期結束後三週內完成評量報告，並實施學生學習成效評估、課程開發及教學效益分析，及研議本系課程相關改善機制。

(5) to compile student evaluation forms for each course and practicum/internship, complete evaluation reports within three weeks after

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the end of each semester ; to conduct student learning outcome assessments, curriculum development, and teaching effectiveness analyses ; to deliberate on relevant improvement mechanisms for the Department's curriculum.

(六) 每學期結束一個月內彙總與查核各科目教學之總評值、核心素養、與課程修訂評量表的完整性。

(6) to compile and verify the overall evaluation of teaching, core competencies, and the completeness of curriculum revision assessment forms for each subject within one month after the end of each semester.

(七) 每年 9 月份完成本委員會之年度計劃。

(7) to complete the Committee's annual plan in September of each year.

四、本委員會每學期至少開會兩次，必要時得召開臨時會議，由系主任擔任主席。主席因故無法出席時，須指定一名委員代理之。

III. The Committee meetings shall be convened at least twice each semester, and additional meetings may be convened when necessary, with the Department Chair serving as the chair. If the chair is unable to attend for any reason, a member shall be designated as the proxy.

五、本委員會應有全體委員二分之一(含)以上出席始得開會，並經出席委員二分之一(含)以上通過始得決議。

IV. A quorum of one-half or more of all members shall be present to convene a meeting, and a resolution shall be adopted with the consent of one-half or more of the members present.

六、本要點未盡事宜，參照本校相關規定辦理。

V. Matters not covered herein shall be handled in accordance with the relevant regulations of the University.

七、本要點經系務會議通過後實施，並送院、校課程委員會核備，修正時亦同。

VI. These guidelines are approved by the Department Council and the College and University Curriculum Committees before implementation. Amendments to these guidelines shall follow the same procedure.

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