

NATIONAL TAIWAN UNIVERSITY
Office of Academic Affairs
Organizational Regulations for the Center for Teaching and Learning Development

March 18, 2006	Passed by the 1st University Council Meeting, spring semester, Academic Year 2005–06
October 18, 2008	Amended articles 1, 2, 4, 7 passed by the 1st University Council Meeting, fall semester, Academic Year 2008–09
November 5, 2008	Promulgated via NTU official letter Hsiao Jen Tzu No. 0970045176
May 13, 2014	Amendment passed by the 2,811 th Administrative Meeting
July 28, 2014	Promulgated via NTU official letter Hsiao Chiao Tzu No. 1030054647 and shall be implemented with effect from August 01, 2014
September 02, 2014	Amendment passed by the 2,824 th Administrative Meeting
September 15, 2014	Promulgated via NTU official letter Hsiao Chiao Tzu No. 1030067496 and shall be implemented retroactively on August 01, 2014
October 24, 2017	Amendment passed by the 2,968 th Administrative Meeting
March 05, 2019	Amendment passed by the 3,032 nd Administrative Meeting

Article 1 National Taiwan University’s (“the University”) Office of Academic Affairs (“the Office”) has established the Center for Teaching and Learning Development (“the Center”) pursuant to Subparagraph 1, Paragraph 1, Article 21 of the University’s *Organizational Charter* and Article 3 of the *Directives for the Organization and Operation of Administrative Units*, in order to consolidate available resources, improve educational quality, and cultivate outstanding talent.

Article 2 The Center shall designate a full-time faculty member as director of operations (“the Director”) for appointment by the President of the University at the recommendation of the Vice President for Academic Affairs. The Director shall serve a four-year term and may be reappointed once.

The Director may select a functional deputy director of operations from among full-time faculty members and research personnel at the University for appointment by the President at the recommendation of the Vice President for Academic Affairs.

Article 3 The Center shall establish a consultative committee (“the Committee”) to provide consultation and evaluation services to assist the Center in its operations.

The Committee shall consist of 9 to 15 members. The Vice President for Academic Affairs and Vice President for Student Affairs shall serve as *ex officio* members, while the remaining seats shall be filled by education experts and scholars within or outside of the University at the recommendation of the Director, to be approved by the Vice President for Academic Affairs, and formally appointment by the President.

The Vice President for Academic Affairs shall serve as the convener and chair of Committee meetings, which shall be called no less than once per academic year.

- Article 4 The Center shall have three functional divisions, the responsibilities of which are set forth below:
1. Division of Faculty Development: organization of professional development programs for faculty members and teaching assistants; provision of consultation services to individuals and teaching units
 2. Division of Learning Support: organization of activities to enhance students' learning effectiveness; provision of consultation services to individuals and teaching units
 3. Division of Planning and Research: conducting of analysis and research related to academic affairs; provision of insights for strategic decisions related to pedagogical innovation and academic administration
- Article 5 The Director shall select an associate director for each division of the Center from among full-time faculty members and research personnel at the University for approval by the Vice President for Academic Affairs and formal appointment by the President.
- Article 6 The Center may employ research personnel, postdoctoral researchers, technicians, and administrative staff as necessary to meet its operational needs. Full-time faculty members who are serving as part-time or jointly appointed researchers at the Center may, with the approval of the Administrative Meeting, have their basic teaching hours reduced by 1 to 2 hours.
- Article 7 These regulations shall be passed by the Administrative Meeting and then implemented on the date of promulgation.