

National Chengchi University

General Education Course Review Directives

Passed on November 5, 2012 by the General Education Center Committee in its 1st Meeting of the 1st Semester of the 2012 Academic Year
Amended on December 6, 2012 by the General Education Center Committee in its 2nd Meeting of the 1st Semester of the 2012 Academic Year
Amended and passed on May 8, 2025 by the General Education Committee in its 2nd Meeting of the 2nd Semester of the 2024 Academic Year

- Article 1 These Directives are established in accordance with Article 9 of the *National Chengchi University Regulations for General Education Courses* to ensure that the quality of the University's general education curriculum aligns with the curriculum indicators and substance of respective general education domains, and fulfills the University's mission of liberal education.
- Article 2 The offering and review of general education courses at the University shall be carried out in accordance with the *National Chengchi University Regulations for General Education Courses*, these Directives, and other relevant University regulations.
- Article 3 In accordance with *the National Chengchi University Regulations for the Implementation of General Education Courses*, the University's general education curriculum is categorized into General Language Education Courses, Common General Education Courses, and College General Education Courses. Various domains, along with their corresponding Core General Education Courses, are designed under the category of Common General Education Courses.
- Article 4 The review principles for all general education courses offered by the University are as follows:
1. Basic Course Syllabus Information
 - 1) The syllabus specifies the appropriate general education domain(s) and course indicators.
 - 2) The syllabus defines core competencies aligned with the course content.
 - 3) The syllabus includes a well-structured course outline and teaching schedule.
 2. Instructor's Professional Background
 - 1) The instructor's academic and professional backgrounds fit the course content.
 - 2) The instructor has demonstrated effective teaching performance in previous years (not applicable to first-time instructors).
 3. General Education Philosophy in Course Design
 - 1) The course content helps students develop a broad perspective.

- 2) The course model facilitates knowledge integration.
 - 3) The course design takes into account student characteristics and individual differences.
 - 4) The course structure balances systematic knowledge with experiential activities.
4. Teaching and Assessments
- 1) A variety of teaching methods will be effectively utilized throughout the course.
 - 2) Assessment methods and grading criteria are clearly stated in the course syllabus.

All general education courses must meet the minimum standards for instructional quality, as established by the General Education Committee. Instructors whose courses do not meet these standards shall be temporarily suspended from offering the same course or applying to offer any new general education course. For part-time instructors, such performance will also be taken in account in contract renewal decisions.

Article 5 The offering and review of Core General Education Courses shall be conducted in accordance with the *National Chengchi University Implementation Directives for Additionally Allocated Faculty Positions to Develop General Education*. The addition of new instructors shall abide by the following principles :

1. The course design must retain at least 70% consistency with the syllabus of the original course that has passed review.
2. If group discussions are included, discussion sessions must be thoroughly designed.
3. The responsibilities of teaching assistants (TAs) must be clearly defined and assigned.
4. The integration between lectures and discussion sessions must be properly planned.
5. The course should balance the depth of knowledge content with the ability to transform and apply knowledge effectively. e.
6. The course plan must be discussed with the head of the teaching community, and any deviations from the common syllabus must be clearly stated.

Article 6 Lecture series general education courses featuring multiple speakers, in addition to complying with the provisions outlined in Article 4, shall also adhere to the following principles:

1. The course syllabus shall clearly specify the names of the instructors and the topics for each week.
2. The primary instructor should teach for at least 4 weeks.
3. The primary instructor shall design a coherent thematic structure and ensure the coherence among weekly topics.
4. The primary instructor shall assist students in integrating content knowledge and learning outcomes.

The provision in Item 2 above does not apply to instructors of university-level Classic Lecture Series, inter-university, cross-sector, or commissioned courses.

Article 7 Matters not addressed in these directives shall be governed by relevant University regulations and the resolutions of the General Education Committee.

Article 8 These directives shall be promulgated and implemented upon approval by the General Education Committee. The same procedure shall apply to any subsequent amendments.