

國立臺灣大學外國語文學系研究所事務委員會組織辦法

113 年 10 月 30 日 113 學年度第 1 學期外文系第 2 次系務會議通過

第一條 國立臺灣大學外國語文學系（下稱本系）為研議研究所相關事務，特成立研究所事務委員會（下稱本委員會），並訂定本辦法。

第二條 本委員會之委員共九人，其組成方式如下：

- 一、本系系主任為當然委員。
- 二、由近三年曾開授研究所課程或指導研究生論文之專任教師中選出六位成員，並由第一高票者擔任本委員會及研究所學群召集人，如有同票數則抽籤決定。
- 三、碩士生及博士生代表各一名。
- 四、本委員會得視需要邀請本系專任教師列席討論，但無票決權。

第三條 本委員會成員任期兩年，連選得連任。惟召集人僅能連任一次。

第四條 本委員會之執掌為：

- 一、規劃及建議研究所課程。
- 二、規劃研究所活動。
- 三、討論研究所相關規章之修定或訂定，提交相關委員會研討議決。
- 四、其他與研究所有關事項之協調、整合或改進。

第五條 本辦法經系務會議通過後，自發布日施行。修正時亦同。

Organization Regulations for DFLL Graduate Affairs Committee

- I. To discuss matters pertaining to the graduate program, the Department of Foreign Languages and Literatures at National Taiwan University (hereafter referred to as “the Department”) establishes the Graduate Affairs Committee (hereafter referred to as “the Committee”) and sets up the following regulations.
- II. The Committee is composed of the following nine committee members:
 - i. The Department Chair shall serve as an ex-officio member.
 - ii. Six other members shall be elected from all the other full-time faculty who have taught graduate-level courses or have supervised graduate students within the past three academic years, with the member receiving the highest number of votes serving as the coordinator of both the Committee and the Graduate Courses’ Specialty Group. In the case of a tie, a draw shall be conducted to determine the coordinator.
 - iii. One M.A. student representative and one Ph.D. student representative.
 - iv. The Committee may invite other full-time faculty members to participate in discussions if necessary, but such faculty members do not possess voting rights.
- III. The term of service for committee members is two years, with eligibility for consecutive re-election. However, the coordinator can serve only two consecutive terms (four years).
- IV. The Committee’s duties may include the following:
 - i. To plan and recommend the curriculum for graduate courses.
 - ii. To plan activities related to the graduate program.
 - iii. To discuss revisions or formulations of regulations pertaining to the graduate program, and to submit these for deliberation and resolution by relevant committees.
 - iv. The coordination, integration, or enhancement of other matters related to the graduate program.
- V. These regulations shall take effect upon approval by the DFLL Department Affairs Meeting and subsequent announcement. The same procedure shall apply to any amendments.