

# NATIONAL SUN YAT-SEN UNIVERSITY

## Department of Biological Sciences Guidelines for Graduate Advisory Committee Establishment

Approved by the 4<sup>th</sup> Department General Meeting on December 16, 2008, School Year 97.

- I. The Department of Biological Sciences (hereafter referred to as “the Department”) has established the National Sun Yat-sen University Department of Biological Sciences Graduate Advisory Committee (hereafter referred to as “the Committee”) to promote and review affairs concerning the guidance of graduate students.
- II. The Committee comprises three committee members, elected among full-time faculty members during department general meetings. The convener of the Committee is elected by the committee members. The convener is commissioned once approved during department general meeting. The term for committee members is one year with the prospect of re-election.
- III. Objectives of the committee:
  - A. Establish relevant examination regulations for graduate degrees and ensure the regulations comply with the Department’s objectives.
  - B. Assist graduate students in their studies and review graduate qualification eligibility.
  - C. Establish regulations for the review and provision of graduate grants to ensure effectiveness.
  - D. Assist graduates in resolving study, supervisors, research, and livelihood matters and undertake relevant tasks.
- IV. The Committee shall hold one meeting per semester, with additional unscheduled meetings when necessary. Committee meetings must present an attendance rate of 2/3 prior to review. Resolutions must be supported by 50% of the attendees.
- V. Committee meetings may invite the attendance of relevant parties when necessary.
- VI. The present guidelines shall be implemented following approvals of department general meetings. The same procedure shall be carried out.