

Regulations for the Establishment of the Specialized Classroom Management Committee in the Department of Hospitality Management and Tourism, Kainan University

Passed in the 2nd Departmental Meeting of the Academic Year 107 on September 12, 107
Passed in the 3rd College Meeting of the Academic Year 107 on October 19, 107

Article 1: In order to effectively manage the specialized classrooms of the Department of Hospitality Management and Tourism at Kainan University (hereinafter referred to as "the Department"), and to fully utilize their functions, these regulations are established for the formation of the Specialized Classroom Management Committee (hereinafter referred to as "the Committee").

Article 2: The responsibilities of the Committee are as follows:

1. Coordinate and integrate the spatial usage and resource allocation of the specialized classrooms within the Department.
2. Review the effectiveness of the specialized classrooms' usage within the Department.

Article 3: The Committee shall be composed of five to seven members selected by the Department Chairperson, who shall also serve as the convener. Committee members shall serve a term of one year and may be reappointed upon completion of their term.

Article 4: The borrowing, charges, equipment, and environmental maintenance of each specialized classroom shall be conducted in accordance with the regulations for the borrowing and management of specialized classrooms within the Department.

Article 5: The Committee shall convene meetings at least once per semester and may call for special sessions when necessary. The meeting shall commence with the attendance of at least half of the committee members, and decisions shall be made with the consent of the majority of attending members.

Article 6: The Chairperson of the Department shall preside over the Committee meetings. In the absence of the Chairperson, a designated committee member shall act as the proxy chairperson.

Article 7: These regulations, after being approved by the Departmental Meeting, shall be submitted to the College Meeting for final approval before implementation.

Likewise, any amendments shall follow the same process.