

Tajen University

Regulations for the Establishment of the Department of Fire Safety

Approved by the Department Affairs Council of the Department of Fire Safety on August 6, 2026

Article 1

To strengthen the organizational operation of the Department of Fire Safety, promote the development of teaching, research, service, student recruitment, and administrative affairs, and in accordance with Article 19 of the **Organizational Regulations of Tajen University**, the Department of Fire Safety (hereinafter referred to as “the Department”) is hereby established. To effectively plan the short-, medium-, and long-term development plans of the Department, these **Regulations for the Establishment of the Department of Fire Safety of Tajen University** (hereinafter referred to as “these Regulations”) are hereby enacted.

Article 2

The Department shall have one Chair, who shall be responsible for overall management of the Department's affairs. The Department may also appoint several administrative assistants to assist with administrative and related affairs of the Department.

Article 3

The Department shall establish a Department Affairs Council, composed of all full-time and project-based faculty members of the Department. The Council shall deliberate on

important matters of the Department, except for matters under the jurisdiction of the Faculty Evaluation Committee.

The Department Affairs Council shall convene at least once each semester. Extraordinary meetings may be convened when necessary. Student representatives or relevant personnel may also be invited to attend meetings as non-voting participants when necessary.

Article 4

The Department shall establish a Faculty Evaluation Committee responsible for reviewing matters concerning faculty appointment, promotion, reappointment, dismissal, suspension of employment, non-renewal of appointment, academic research, and other related matters.

The composition of the Faculty Evaluation Committee and related matters shall be handled in accordance with the relevant regulations of the University and the **Guidelines for the Establishment of the Department Faculty Evaluation Committee**.

Article 5

The Department may establish a Department Development Committee responsible for planning the short-, medium-, and long-term development plans of the Department and promoting related development initiatives. Separate guidelines governing its establishment shall be formulated.

Article 6

The Department may establish an Admissions Committee responsible for planning, promoting, and reviewing matters related to student admissions for all academic programs of the Department. Separate guidelines governing its establishment shall be formulated.

Article 7

The Department may establish a Curriculum Committee responsible for deliberating on curriculum planning, curriculum development, teaching quality, and related teaching affairs of the Department. Separate guidelines governing its establishment shall be formulated.

Article 8

These Regulations shall be promulgated and implemented upon approval by the Department Affairs Council. The same procedure shall apply to any amendments thereto.