

Tajen University

Guidelines for the Establishment of the Department Development Committee of the Department of Fire Safety

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

I.

To promote the sustainable development of the Department of Fire Safety (hereinafter referred to as “the Department”), these **Guidelines for the Establishment of the Department Development Committee of Tajen University** (hereinafter referred to as “these Guidelines”) are established pursuant to Article 5 of the **Regulations for the Establishment of the Department of Fire Safety of Tajen University**.

II.

The duties of the Committee are as follows:

- (1) To plan the short-, medium-, and long-term development plans of the Department.
- (2) To deliberate on the development strategies and distinctive development directions of the Department.
- (3) To formulate various development plans and related implementation matters of the Department.
- (4) To handle other matters related to the development of the Department.

III.

The Committee shall be composed of full-time and project-based faculty members of the Department at the rank of Assistant Professor or above. When necessary, experts and scholars from within or outside the University may be invited to attend meetings and provide consultation.

IV.

The Committee shall have one Convener, who shall be elected by and from among the Committee members. The Convener shall serve a term of one year and may be re-elected.

V.

The Committee shall convene at least once each semester. Extraordinary meetings may be convened when necessary.

VI.

The Convener shall serve as the chairperson of Committee meetings. If the Convener is unable to attend a meeting due to circumstances, the attending members shall elect one member among themselves to act as chairperson.

VII.

A Committee meeting shall require the personal attendance of more than one-half of the Committee members to be convened. A proposal shall require the approval of more than one-half of the attending members to be passed. When necessary, resolutions may be submitted to the Department Affairs Council for deliberation.

VIII.

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