

Appendix 02.2

Constitution of Teaching Committee of Hunan Institute of Engineering (Amendment)

Academic Affairs Office No.27 (2018)

Chapter I General Rules

Article 1 In order to adapt to the new situation of the reform and development of higher education, the system for promoting the administration of teaching in schools shall be promoted. The Teaching Committee of Hunan Institute of Engineering is hereby established to strengthen the scientific guidance and democratic management of school education and teaching work, effectively guarantee and vigorously promote the sustainable and healthy development of school education and teaching work, and constantly improve the level of school education and teaching and the quality of personnel training. The Constitution is formulated in accordance with the Constitution of Hunan Institute of Engineering and the Constitution of the Academic Committee of Hunan Institute of Engineering.

Article 2 The Teaching Committee shall, under the leadership of the Academic Committee of the University, conduct consultation on the teaching work of the university. Deliberating, evaluating (determining), supervising and guiding the academic institutions.

Article 3 The teaching committee shall act by adhering to the socialist direction of running a school and earnestly carrying out the Party's educational policy. The fundamental purpose is to actively promote teaching reform by closely focusing on scientific decision-making, consultation, guidance, evaluation and supervision of teaching management such as professional training system, quality control system, student guidance system, campus culture system, discipline construction system and security system. To encourage the university to gradually establish a set of flexible operation, unique characteristics, in line with the actual operation of engineering application-oriented undergraduate education system and education and teaching mode, mobilize the university and all aspects of the community to work together, constantly improve the university's school-running strength and education and teaching level, and vigorously train senior specialized talents with innovative spirit and practical ability.

Chapter II Organization

Article 4 According to the distribution of disciplines and the establishment of specialties in Hunan Institute of Engineering, the members of the Teaching committee are generally not more than one There are more than 35 members. The membership structure of the committee is: 1. School leaders; 2. Heads of relevant functional departments and institutions; 3. Academic management experts in various disciplines and specialties. The members of the teaching committee are elected through democratic recommendation, fully reflecting the opinions of the grassroots teaching units and the majority of teachers, and are appointed by the school president.

Article 5 A teaching committee shall have one chairman and two vice- chairmen. The chairman shall be the president and the vice chairman The vice president who is in charge of teaching and student affairs shall serve as the member of the committee. The Teaching Committee has an office, which is located in the Office of Academic Affairs, and the Dean of Academic Affairs serves as the director of the office.

Article 6 The teaching committee may, according to needs, set up teaching evaluation, teaching supervision and textbook construction work. The committee shall set up special working organizations, such as laboratory construction and practical teaching work, and carry out related work.

Chapter III Duties and Responsibilities

Article 7 The teaching committee shall mainly perform the following duties:

1. To put forward guiding opinions and suggestions on the teaching work of the university and the improvement of teaching quality.
2. To examine the planning of teaching work, teaching reform measures and teaching management system put forward by functional departments, and To put forward opinions.
3. Review and guide the school's specialty setting and construction plan.
4. To review and guide the planning for the establishment and construction of teaching laboratories.
5. Evaluate the teaching qualifications of all kinds of school personnel who apply for professional titles.
6. Review and approve the evaluation standards and methods of various teaching awards, and review teaching awards such as teaching achievement awards and famous teaching teachers awards.

7. Review and approve the management methods of various teaching reform projects, and review the teaching team, brand specialty and other major teaching Projects.

8. Discuss, evaluate (determine) and consider other matters authorized by the Academic Committee of the University.

Chapter IV Work system

Article 8 In principle, the teaching committee shall hold at least 1~2 regular meetings every semester. If necessary, it shall be convened by the director. Call committee meetings on a regular basis. The decisions of the teaching committee must be attended by more than two thirds (including two thirds) of the members, and the decisions must be approved by more than two thirds of the members.

Article 9 Members of the teaching committee must strictly abide by the articles of association of the committee and earnestly perform their duties and justice. Actively participate in the activities of the committee, and strive to promote the healthy development of school education and teaching, and constantly improve the quality of talent training and education and teaching level of our school.

Article 10 When the matters reviewed and discussed by the teaching and Learning committee are related to the members or their relatives, the members shall withdraw.

Article 11 If a teaching committee determines the contents to be kept secret at its meeting, the committee member must keep them secret and act accordingly. The results of deliberation or evaluation adopted by the apologetics committee.

Article 12 The Teaching committee may invite relevant experts, scholars and functions when discussing major teaching work issues. Heads of departments shall attend the meetings and participate in the discussions.

Chapter V Supplementary rules

Article 13 The term of office of the Teaching Committee of Hunan Institute of Engineering shall be four years.

Article 14 The Articles of Association shall take effect as of the date of issuance. The original Charter of Teaching Committee of Hunan Institute of Engineering (School Office Word (2001) No. 20) repealed at the same time.

Article 15 The Teaching Committee shall be responsible for the interpretation of this Constitution.