

Regulations for the Establishment of Student Off-campus Internship Committee of Department of Health Management at I-Shou University

Adopted by the University Academic Council on July 5, 2019,
and promulgated with the consent from the President dated on
August 22, 2019

- Article 1 To help students put what they have learned into practice with opportunities to undertake off-campus internships at partnered institutions, the Regulations for the Establishment of Student Off-campus Internship Committee of Department of Health Management at I-Shou University (hereinafter referred to as "the Regulations") are made by the Department of Health Management (hereinafter referred to as "the Department") pursuant to Article 6 and Article 6-1 of the Implementation Regulations for Industry-Academia Collaboration of Institutions of Higher Education of the Ministry of Education, and the Department establishes the Student Off-campus Internship Committee (hereinafter referred to as "the Committee") accordingly.
- Article 2 The Committee is responsible for:
1. planning and promoting off-campus internships;
 2. reviewing and deciding internship providers;
 3. drafting contracts and individual internship plans for students;
 4. negotiating and coping with complaints, disputes, and accidents for students;
 5. handling early termination of student off-campus internships;
 6. following up and reviewing the effectiveness of student off-campus internships as well as counseling and visit records; and
 7. handling affairs relating to the protection of students' rights and interests.
- Article 3 The Committee is composed of all the faculty members of the Department, and the course instructor offering "Health Management Field Practicum" in the semester shall be the convener.
- Article 4 The Committee shall meet at least once every semester, and extraordinary sessions may be convened if necessary. The Committee may invite jurisprudents, the representatives of internship providers, student representatives, and related parties to attend meetings without the power to vote, if necessary.
- Article 5 A quorum of at least half of the total membership will be required to validate a committee meeting, and consent from at least half of the members attending is

required for resolutions.

- Article 6 Intern students of the Department may put forward an appeal to the Committee if they believe the measures adopted by their internship providers have infringed their intern rights. When handling intern students' appeals, the Committee shall invite the internship providers concerned, the appellants, and related units for negotiation and resolution, and the resolution shall be submitted to the university-level Student Off-campus Internship Committee for future reference.
- Article 7 Matters not mentioned herein, if any, shall be subject to the applicable laws of the Ministry of Education and the applicable regulations and rules of the University.
- Article 8 The Regulations become effective on the third day of promulgation after being adopted by the Departmental Affairs Council, approved by the College of Medicine and the University Academic Council, and ratified by the President.