

Self-assessment Regulations on the Bachelor's Degree Program of International Tourism and MICE in Wenzao Ursuline University of Languages

Passed by the Committee for the Bachelor's Degree Program of International Tourism and MICE on March 31, 2015

1. A self- assessment system is established on the bachelor's degree program of international tourism and MICE (hereinafter referred to as "the degree program") in Wenzao Ursuline University of Languages (hereinafter referred to as "the university") to realize the objective of this program and to enhance teachers' teaching, researching, servicing and mentoring performance. Meanwhile, "Self- assessment Regulations on the Bachelor's Degree Program of International Tourism and MICE in Wenzao Ursuline University of Languages" (hereinafter referred to as "the regulations") are made on the basis of "Wenzao Ursuline University of Languages Regulations on Self-assessment".
2. To undertake self-assessment, the degree program establishes "the Self-assessment Panel for the bachelor's degree program of international tourism and MICE" (hereinafter referred to as "the panel") to design and execute self-assessing procedures. The panel consists of 5 members; the head of the program is the convener and the others are elected by the full-time teachers in the department. Before the program hires full-time teacher(s), members of the panel shall be selected by the head of the program. When executing the assessment, experts, scholars, representatives from the business field and students shall be invited to join.
3. The self-assessment system of the university consists of two stages: internal assessment and external assessment. The former is undertaken by the panel and works in accordance with the timetable given by the university. If necessary, the assessment could be undertaken once every two years. In addition, the external assessment is conducted by the university and is basically held once every 5 years.
4. The self-assessment criteria of the degree program covers:
 - a. Objectives, characteristics and the development of the degree program;
 - b. Curriculum designing, faculty structure and teachers' performance;
 - c. Teaching quality and mentoring performance;
 - d. The professional development of the degree program and industry-academia cooperation;
 - e. Students' achievements and career development;
 - f. Self improvement.
5. The self-assessment procedures include briefings on the program affairs, examination of relevant data, inspection of venues and facilities and interviews with pertaining personnel.
6. When preparing for the assessment, panel members shall participate in one assessment-related course or seminar every semester.
7. The expenditure that the assessment costs shall be defrayed by the degree program.
8. In addition to serving as reference for program improvement, the results of internal assessment shall be submitted to and reviewed by "the Self-assessment Advisory Committee".

9. The degree program shall design a plan for improvement according to the results of external assessment and shall be examined every year.
10. The regulations have been passed by the committee and will be enforced after the review of “the Self-assessment Advisory Committee”. In case of revision, the procedures remain the same.