

International College of Sustainability Innovations, National Taipei University
Regulations Governing the Establishment of the Student Internships
Committee for the International Program on Urban Governance (IPUG)

Approved at the 4th International Program on Urban Governance Meeting for the 2018 Academic Year

Article 1, 3 amended and approved at the first meeting of the IPUG for the 2019 Academic Year

- Article 1 In accordance with Article 5 of the National Taipei University Regulations Governing Student Internships, the **International College of Sustainability Innovations**' (National Taipei University) International Program on Urban Governance established the Student Internships Committee (herein after referred to as the "Committee") and these regulations.
- Article 2 The responsibilities of the committee are as follows:
1. Plan and promote off-campus internship programs.
 2. Confirm the evaluation results and decisions pertaining to the selection of cooperating institutions
 3. Draft written contracts and assist in preparing students' individual internship proposals.
 4. Mediate and handle student complaints, disputes, and incidents.
 5. Handle the termination of internships before their completion period.
 6. Track and review the results of student internship site visits.
 7. Handle other issues relevant to the protection of students' internship rights
- Article 3 The Director of the IPUG Program is an ex officio committee member and shall serve as the chairperson for committee meetings. The Director shall appoint seven faculty members from the National Taipei University as committee members.
- Article 4 Committee members serve a one-year (academic year) term and may be re-appointed.
- Article 5 In principle, one committee meeting is convened every academic year, and impromptu meetings may be convened if necessary. Relevant groups and personnel may be invited to attend the meeting to provide reports or information.
- Article 6 A committee meeting may only begin when a majority of the members are in attendance. A resolution may only be passed with the consent of a majority of the members in attendance. If a committee member is unable to attend a meeting, he or she may authorize (in writing) another committee member to act as his or her proxy (a maximum

of one proxy per committee member).

Article 7 Other related regulations of the National Taipei University shall apply to issues not addressed in the Regulations.

Article 8 The Regulations and any amendments thereto shall take effect upon approval at a IPUG Meeting.