

Calendar of the First Semester, 2013-2014 Academic Year for National Kaohsiung University of Hospitality and Tourism

Year	Month	Week	Day							Important Events	
			Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
2013	August							1	2	3	(1)Start of the first semester · Hand-over and promulgation ceremony for new heads of administrative and academic organizations【Personnel Office】
		4	5	6	7	8	9	10			
		11	12	13	14	15	16	17	(14)Executive meeting【Secretariat Office】(8/15-8/23)Application for intercollegiate course selection【Academic Affairs Office】(17-18)Power cut for maintenance of high-voltage power of the entire university【General Affairs Division】		
		18	19	20	21	22	23	24	(21)Internship Counseling Committee【Research and Development Office】		
		25	26	27	28	29	30	31	(8/26-9/6)1021 Semester online pre-selection【Academic Affairs Office】(28)Executive meeting【Secretariat Office】		
	September	1	2	3	4	5	6	7			
		8	9	10	11	12	13	14	(11)Executive meeting, meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】(12)Tutor Meeting & Tutorship Knowledge and Skills Workshop【Student Affairs Division】(14-15)Freshmen enrollment date【Academic Affairs Office】(14-16)Freshman orientation counseling【Student Affairs Division】(14)Compensatory work and class (compensation for 9/20)【Personnel Office】		
		15	16	17	18	19	20	21	(15)School song & departmental class chant【Student Affairs Division】(17)Formal class & old student enrollment date【Academic Affairs Office】· Lectures on careers【Research and Development Office】(17-18)2013 Member Election of Fund Auditing Committee and University Development Planning Committee【Secretariat Office】(18-27)Application to add or withdrawal course selection (including inter-departmental course selection)【Academic Affairs Office】(19)Holiday for Mid-autumn Festival【Personnel Office】(20)Flexibly adjusted holiday【Personnel Office】		
		22	23	24	25	26	27	28	(25)society exhibition【Student Affairs Division】(26)Expanded executive meeting【Secretariat Office】· Ceremony for honoring the teachers【Student Affairs Division】· Internship Counseling Committee【Research and Development Office】· First meeting of Teachers' Evaluation Committee (teacher qualification examination)【Personnel Office】		
		29	30								
	October				1	2	3	4	5	(1)Beginning of torch relay activities of each department【Research and Development Office】(2)Student Counseling Committee【Student Affairs Division】(3)Enterprise presentation activities【Research and Development Office】· Meeting of Gender Equity Education Committee【Gender Equity Education Committee】(3) Combined fire & earthquake drill【Military Training Office】	
		6	7	8	9	10	11	12	(10)Holiday for National Day【Personnel Office】		
		13	14	15	16	17	18	19	(17)Executive meeting【Secretariat Office】· Measurement of freshman's mental health (day class)【Student Affairs Division】· AIDS prevention advocacy【Military Training Office】		
		20	21	22	23	24	25	26	(15)Freshman cup volleyball match【Sports Office】(23)Meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】(24)Meeting of Fund Auditing Committee【Secretariat Office】· Internship Counseling Committee· Enterprise presentation activities【Research and Development Office】· Traffic Safety Education Committee· Measurement of freshman's mental health (Advanced Learning and Promotion Institute)【Student Affairs Division】· Second meeting of Teachers' Evaluation Committee (teacher qualification examination)【Personnel Office】· Beginning of overseas internship torch relay & presentation activities【International Affairs Office】		
		27	28	29	30	31			(27)Completion of 1/3 semester(trainees are verified separately)【Academic Affairs Office】(10/28-11/8)1021 Semester's Mid-term online assessment of work by teachers (including off-campus trainees)【Academic Affairs Office】(31)Executive meeting【Secretariat Office】· Lectures on careers【Research and Development Office】		
	November							1	2		
		3	4	5	6	7	8	9			
		10	11	12	13	14	15	16	(12-18)Mid-term examination【Academic Affairs Office】(12-26)Entry of mid-term exam results【Academic Affairs Office】(14)Executive meeting【Secretariat Office】· Enterprise presentation activities【Research and Development Office】· Tutorship Knowledge and Skills Workshop【Student Affairs Division】		
		17	18	19	20	21	22	23	(18)Beginning of overseas internship recruitment【International Affairs Office】(19)Library Consulting Committee【Library and Information Center】(20)Meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】(21)University Curriculum Committee【Academic Affairs Office】· Lectures on careers【Research and Development Office】· Scholarship review meeting【Student Affairs Division】		
		24	25	26	27	28	29	30	(25)Faculty tennis championship【Sports Office】(28)Executive meeting【Secretariat Office】· University Affairs Information Development Committee【Library and Information Center】· Internship Counseling Committee· Enterprise presentation activities【Research and Development Office】· Advocacy for security and dispute settlement of students renting a house【Military Training Office】		
December	1	2	3	4	5	6	7	(2)End of the torch relay activities of all departments【Research and Development Office】(5)Enterprise presentation activities【Research and Development Office】· Educational affairs meeting【Academic Affairs Office】· Health Education Committee【Student Affairs Division】			
	8	9	10	11	12	13	14	(8)Completion of 2/3 semester (trainees are verified separately)【Academic Affairs Office】(12)Executive meeting【Secretariat Office】· Enterprise presentation activities【Research and Development Office】· Catering Health Committee【Student Affairs Division】			
	15	16	17	18	19	20	21	(19)Campus intellectual property rights protection advocacy and executive team meeting【Library and Information Center】· Student grant establishment meeting【Student Affairs Division】			
	22	23	24	25	26	27	28	(25)Meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】(26)University affairs meeting【Secretariat Office】· Internship Counseling Committee【Research and Development Office】(102/12/23-103/1/17)1021 Semester's final online assessment of work by teachers (including off-campus trainees)【Academic Affairs Office】			
	29	30	31								
2014	January				1	2	3	4	(1)Holiday for Founding Day【Personnel Office】		
		5	6	7	8	9	10	11	(9)Meeting of Fund Auditing Committee【Secretariat Office】		
		12	13	14	15	16	17	18	(14-20)Final exams【Academic Affairs Office】(14-28)Entry of final exam results【Academic Affairs Office】(16)Executive overall review meeting【Secretariat Office】· Third meeting of Teachers' Evaluation Committee (engagement of part-time teachers)【Personnel Office】		
		19	20	21	22	23	24	25	(25-26)Power cut for maintenance of high-voltage power of the entire university【General Affairs Division】		

			26	27	28	29	30	31		(103/1/28-103/2/9)1022 Semester online pre-selection 【Academic Affairs Office】 (1/30-2/2)Holiday for New Year's Eve and Spring Festival 【Personnel Office】 (31)The first semester ends.
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Calendar of the Second Semester, 2013-2014 Academic Year for National Kaohsiung University of Hospitality and Tourism

Year	Month	Week	Day						Important Events	
			Sunday	Monday	Tuesday	Wednesday	Thursday	Friday		Saturday
2014	February							1	(1)Start of the second semester	
			2	3	4	5	6	7	8	(3-4)Compensatory holiday for Spring Festival【Personnel Office】(5-12)Application for intercollegiate course selection【Academic Affairs Office】
		9	10	11	12	13	14	15	(12)Executive meeting, meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】·(13)Tutor Meeting & Tutorship Knowledge and Skills Workshop【Student Affairs Division】	
	1	16	17	18	19	20	21	22	(17)Formal class & student enrollment date【Academic Affairs Office】(18-24)Application to add or withdrawal course selection (including inter-departmental course selections)【Academic Affairs Office】(20)Internship Counseling Committee【Research and Development Office】·Fourth meeting of Teachers' Evaluation Committee (teacher qualification examination)【Personnel Office】	
	2	23	24	25	26	27	28		(27)Expanded executive meeting【Secretariat Office】·Drug misuse prevention advocacy【Military Training Office】(28)Holiday for Peace Memorial Day【Personnel Office】	
	March							1		
			2	3	4	5	6	7	8	(5)Student Counseling Committee【Student Affairs Division】
		4	9	10	11	12	13	14	15	(13)Executive meeting【Secretariat Office】·Lectures on careers【Research and Development Office】·Enterprise presentation activities【Research and Development Office】·Combined fire & earthquake drill (Advanced Learning and Promotion Institute)【Military Training Office】
		5	16	17	18	19	20	21	22	(20)Meeting of Fund Auditing Committee【Secretariat Office】·Campus recruitment activities【Research and Development Office】·Meeting of Gender Equity Education Committee【Gender Equity Education Committee】
		6	23	24	25	26	27	28	29	(26)Meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】(27)Executive meeting【Secretariat Office】·Internship Counseling Committee【Research and Development Office】(28)Eighteenth university anniversary & games【Sports Office】(29)Completion of 1/3 semester (trainees are verified separately)【Academic Affairs Office】
		7	30	31						(3/31-4/1)1022 Semester's Mid-term online assessment of work by teachers (including off-campus trainees)【Academic Affairs Office】
		April			1	2	3	4	5	(3)Compensatory holiday for university anniversary【Personnel Office】(4)Holiday for Tomb-sweeping Day and Children's Day【Personnel Office】(5)Flexibly adjusted holiday【Personnel Office】
	8		6	7	8	9	10	11	12	(7-11)Mid-term exams for graduating classes【Academic Affairs Office】(7-21)Entry of mid-term exam results for graduating classes【Academic Affairs Office】(10)Executive meeting【Secretariat Office】·Lectures on careers【Research and Development Office】·Traffic Safety Education Committee【Student Affairs Division】
	9		13	14	15	16	17	18	19	(14-18)Mid-term exams for non-graduating classes【Academic Affairs Office】(14-28)Entry of mid-term exam results for non-graduating classes【Academic Affairs Office】(17)Scholarship review meeting【Student Affairs Division】·Tutorship Knowledge and Skills Workshop【Student Affairs Division】
	10		20	21	22	23	24	25	26	(23)Meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】(24)Executive meeting【Secretariat Office】·Lectures on careers【Research and Development Office】·Internship Counseling Committee【Research and Development Office】·Fifth meeting of Teachers' Evaluation Committee (teacher qualification examination, renewed engagement of full-time teachers and salary increase based on seniority)【Personnel Office】·Smoke prevention and treatment advocacy【Military Training Office】
	11		27	28	29	30				
	May				1	2	3			(1)University Curriculum Committee【Academic Affairs Office】·Health Education Committee【Student Affairs Division】
		12	4	5	6	7	8	9	10	(8)Executive meeting【Secretariat Office】(8)Beginning of presentation activities before overseas internship【International Affairs Office】(10)Completion of 2/3 semester (trainees are verified separately)【Academic Affairs Office】
		13	11	12	13	14	15	16	17	(12)Faculty badminton championship【Sports Office】(15)Educational affairs meeting【Academic Affairs Office】·Employment Exposition【Research and Development Office】·Catering Health Committee【Student Affairs Division】
		14	18	19	20	21	22	23	24	(20)Library Consulting Committee【Library and Information Center】(21)Meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】(22)Executive meeting【Secretariat Office】·University Affairs Information Development Committee【Library and Information Center】·Internship Counseling Committee【Research and Development Office】
		15	25	26	27	28	29	30	31	(5/26-6/20)1022 Semester's final online assessment of work by teachers (including off-campus trainees)【Academic Affairs Office】(26-30)Final exams for graduating classes【Academic Affairs Office】(26-6/9)Entry of semester results for graduating classes【Academic Affairs Office】(28)Student society evaluation【Student Affairs Division】(29)Meeting of Fund Auditing Committee【Secretariat Office】·Presentation before internship – Hospitality Institute【Research and Development Office】
	June	16	1	2	3	4	5	6	7	(2)Holiday for Dragon Boat Festival【Personnel Office】(5)Executive meeting【Secretariat Office】(6)Presentation before internship – Culinary Arts Institute【Research and Development Office】
		17	8	9	10	11	12	13	14	(12)Campus intellectual property rights protection advocacy and executive team meeting【Library and Information Center】·Presentation before internship – Tourism Institute【Research and Development Office】·Student grant establishment meeting【Student Affairs Division】
		18	15	16	17	18	19	20	21	(16-20)Final exams for non-graduating classes【Academic Affairs Office】(16-30)Entry of final exam results for non-graduating classes【Academic Affairs Office】(18-19)Representatives election of university affairs meeting for the 2014 academic year【Secretariat Office】(19)University affairs meeting【Secretariat Office】·Sixth meeting of Teachers' Evaluation Committee (engagement of full-part and part-time teachers)【Personnel Office】(20)Graduates' teacher appreciation and greetings ceremony【Student Affairs Division】
			22	23	24	25	26	27	28	(23-25)Student cadre workshop【Student Affairs Division】(25)Meeting of representatives for assistants and colleagues of first class organizations【Secretariat Office】(26)Internship Counseling Committee【Research and Development Office】
			29	30						
	July			1	2	3	4	5		(2)Executive overall review meeting【Secretariat Office】
			6	7	8	9	10	11	12	
		13	14	15	16	17	18	19	(16)Executive meeting【Secretariat Office】	
		20	21	22	23	24	25	26		

			27	28	29	30	31		
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(30)Executive meeting 【Secretariat Office】 (31)End of the second semester