

國立中央大學全英語授課課程獎勵辦法

National Central University Regulations on Incentives for English-Taught Courses

113.01.10 教務會議修正後通過

Amended by the Academic Affairs Committee on January 10, 2024

113.03.20 教務會議修正後通過

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113.05.09 112 學年度第 5 次校務基金管理委員會通過

Passed by the 5th Meeting of the University Endowment Fund Management Committee in the 2023 Academic Year on May 9, 2024

第一條 Article 1

為促進本校教育國際化，強化學生英語力，建構雙語化教學與學習環境，以培養專業領域雙語專業人才為目的。鼓勵本校專任(案)教師(不含兼任教師及母語為英語之外籍教師)開授之全英語授課(English as a Medium of Instruction，簡稱 EMI)課程，特訂定本辦法。

The purpose of these Regulations is to promote the internationalization of education at NCU, enhance the English proficiency of students, and construct a bilingual teaching and learning environment in order to cultivate bilingual professional talent in professional disciplines. Full-time (project) members of the NCU faculty (not including part-time teachers and foreign teachers with English as their first language) are therefore encouraged to offer courses with English as a Medium of Instruction (EMI).

第二條 Article 2

本辦法所稱之 EMI 課程係指在英語非母語的教育機構 (non-English speaking institutions)所提供的學習課程，其內容的傳遞、師生互動、學習及學術支持教材、學習成果展示與評量皆使用英語文。

In these Regulations, EMI courses are defined as learning courses offered by non-English speaking institutions. The transmission of content, student-teacher interactions, the learning and academic auxiliary materials, presentation of learning outcomes, and assessments are all conducted in English.

第三條 Article 3

各開課單位開設具明確課程架構之下列 EMI 課程，始得依本辦法申請獎勵：

Teaching units that offer the following EMI courses with a clearly defined course structure may apply for incentives in accordance with these Regulations:

(一) 經教育部核定之全英語學位學程或全英語專班之課程。

(I) Degree programs or in-service programs taught in English approved by the Ministry of Education.

(二) 經系、院級課程委員會會議審議通過之 EMI 大學部或研究所專業課程、通識課程及師培課程等。

(II) EMI undergraduate or postgraduate courses, common courses and teacher education courses approved by curriculum committees at the department- and college-level.

開課單位每學年須開設至少 18 學分之大學部 EMI 課程且研究所須開設至少 1/4 EMI 課程。

The teaching unit must offer at least 18 credits of undergraduate EMI courses each year. At least 1/4 of the courses offered by graduate institutes must be EMI

courses.

(三) 經三級課程委員會審議通過之全英語學分學程或領域專長模組課程。前述三項規定，若有特殊情形者須簽請教務處認定。

(III) Credit courses or specialty module courses approved by three levels of curriculum committees. Any special circumstances surrounding the three rules stated above must be referred to the Office of Academic Affairs for determination.

以下課程不適用本辦法：共同必修課程(大一英文、大一國文、軍訓、體育、服務學習課程)、共時授課課程、在職專班課程、語言類訓練課程(含相關課程本應以英語授課者、EAP、ESP等)、書報討論、專題、實驗、演講、由外部單位補助或委辦或自給自足之學位學程等。

These Regulations do not apply to the following courses: Common required courses (Freshman English, Freshman Chinese Literature, Military Training, Sports, Service Learning), co-instruction courses, in-service program courses, language proficiency courses (including courses that should be taught in English, EAP, ESP and so on), seminars, projects, experiments, public speaking, and degree programs subsidized or commissioned by external units or self-financed.

第四條 申請 EMI 獎勵課程應具備以下條件：

Article 4 Courses applying for EMI incentives shall satisfy the following requirements: 必修課不限人數，選修課程大學部課程修課人數應達 15 人或當屆學生 1/3 以上；研究所課程應達 5 人以上。除達成前述條件外，課程須施作教學評量且其期末教學評量填答學生之 50%(含)以上反映教師該門課程 70%是以全英語進行班級授課與討論。同一門課程之同一位授課教師，教學評量若低於 3.3 分以下累積達兩次者，則第二次不核發獎勵，且該課程下一次開課同一位教師不得申請 EMI 獎勵。

There is no quota for required courses. For elective courses, undergraduate courses should have at least 15 students or more than 1/3 of all students for that year; postgraduate courses should have more than 5 students. In addition to the above requirement, teaching evaluation should be conducted for the course. At least 50% or more of the students that fill out the end-of-semester teaching evaluation survey must also indicate that at least 70% of the course instruction and discussions were conducted in English by the teacher. If the same teacher for the same course receives a teaching evaluation score less than 3.3 twice, the incentive will not be disbursed for the second time. The same teacher may not apply for the EMI incentive the next time the course is held as well.

第五條 申請 EMI 獎勵教師應安排完成以下事項：

Article 5 Teachers applying for the EMI incentive should arrange for the following tasks to be carried out:

(一) 每學期初選前須完成英文授課大綱撰寫(含課程目標、授課內容、評量方式、參考書目等欄位)。

(I) The course syllabus in English (including course objectives, teaching

content, evaluation method, reference books etc.) must be completed before the initial course selection period for each semester.

- (二) 每學期須參加校內外教師 EMI 工作坊或培訓課程(含線上)至少 2 場次，已取得 EMI 證書或具 10 學期以上 EMI 授課經驗者除外。
- (II) The teacher must attend at least two sessions of NCU/non-NCU EMI workshops or (online) training courses for teachers each semester, unless they already hold an EMI certificate, or have taught EMI courses for more than 10 semesters.

(三) 授課教師得開放課程實體觀課或應自行錄製實體課程教學演示 10 分鐘繳交教務處，相關規範將由教務處公告之。

(III) Teachers may allow for lesson observation or record a 10-minute teaching demonstration video of the actual lesson to be submitted to the Office of Academic Affairs. The relevant guidelines shall be issued by the Office of Academic Affairs.

上述事項應由各所屬單位檢核送出符合申請教師名單，相關資料及影片經教務處審核滿足各項條件後，由教務處造冊請領獎勵。

The matters outlined above should be inspected by their parent unit and a list of eligible teachers submitted. Once the relevant information and videos have been reviewed by the Office of Academic Affairs and confirmed to meet all the requirements, a list will be prepared by the Office of Academic Affairs to apply for the incentives.

第六條

Article 6

EMI 獎勵課程採鐘點獎勵及獎勵金兩種方式，授課教師須於學期初公告時程內擇定任一獎勵方式，擇定獎勵方式後該學期內不得申請變更：

The two types of EMI incentive courses are hourly incentives or incentive payment. The teacher must select one of the incentive methods at the start of the semester within the stated time. Once an incentive method has been selected for the semester it cannot be changed.

(一) 鐘點獎勵：每門 EMI 課程當學期授課鐘點以 1.5 倍核計，但不列超支鐘點及大班鐘點計算。該學期結束前教學評量結果確認後未符合第四條規定，取消當學期鐘點獎勵，取消後授課鐘點不足者，依本校教師授課鐘點核計規定辦理。

(I) Hourly incentive: A 1.5X multiplier is applied when calculating the teaching hours of each EMI course for the semester. This does not include overtime hours or large class hours. If the teaching evaluation results do not satisfy the requirements of Article 4 before the semester ends, the hourly incentive for that semester is cancelled. If the cancellation means that the minimum required teaching hours are not met then the situation is handled in accordance with the NCU Regulations on the Calculation of Faculty Members' Teaching Hours.

(二) 獎勵金：每門 EMI 課程於期末確認核發，獎勵金如下表：單位：每 1 學分

(II) Incentive payment: Disbursed at the end of the semester for each EMI course. The incentive payment schedule is as follows: Unit: Per credit

	每項獎勵金依當年度經費來源至多核發 The incentive payments are capped based on the funding sources for that year		
開設課程 Course Offered	必修課程 Compulsory Course	選修課程 Elective Course	線上選修課程(非同步) Online Elective Course (non-synchronous)
大學部 Undergraduate	7,000 元 \$7,000	4,000 元 \$4,000	3000 元(限第一次) \$3000 (first time only)
研究所 Graduate Institute	3,000 元 \$3,000		

開授線上非同步英語課程，每門課程獎勵以一次為限，同步線上互動式課程不受此限。

Online non-synchronous EMI courses are only eligible for one incentive payment. This excludes synchronous online interactive courses.

獎勵金總額，包含校級、院級獎勵及教師超鐘點費，其 1 學分以 20,000 元為上限，若有超過獎勵額度，優先扣減校獎勵部分。

The total amount of incentive payments including university and college incentives and teachers' overtime are capped at \$20,000 per credit. If the cap is exceeded then the university incentives are deducted first.

第七條 Article 7 參加校外教師 EMI 培訓並取得證書者，給予 1 萬元獎勵金並以一次為限，於取得資格後當學期即可列計，惟須提供證書以利查核。

Teachers that attend external EMI training for teachers and obtain the corresponding certification are paid an incentive of \$10,000. The incentive can only be collected once and can be recognized in the semester that the qualification was obtained. The certificate must however be provided for verification.

第八條 Article 8 每位教師同一門 EMI 課程獎勵鐘點與獎勵金合計至多核發 4 次；合班上課視為同一門課程，修課人數可合併計算。

Each teacher may only apply for hourly incentives and incentive plays for the same EMI course up to 4 times. Joint classes are considered to be the same course and the number of enrolled students can be combined for calculation.

第九條 Article 9 申請本獎勵之單位及教師，應配合辦理各項計畫申請、管考及執行成效資料之填報及提供，必要時需配合教育部實地訪視活動。

Units and teachers applying for this incentive should cooperate with the entry and provision of program application, evaluation, and performance information. They must also cooperate with on-site inspections by the Ministry of Education.

第十條 經費來源為本校自籌收入及政府其他補助款。經費來源不足時，將酌減獎勵。專案補助計畫另依其規定辦理，經費來源為同一補助單位者，不得重複支領授課獎勵。

Article 10

Funding comes from the University's own revenue and other government subsidies. Incentives may be reduced if there is insufficient funding. Grant projects will be handled in accordance with the relevant regulations. If Duplicate collection of teaching incentives if funding is from the same sponsor unit.

若有特殊原因各院欲提高 EMI 獎勵標準應另訂辦法，並以自籌財源為原則。If colleges wish to raise the standard of EMI incentives due to special circumstances, they should define their own regulations and secure their own funding.

第十一條 本辦法經教務會議通過，送校務基金管理委員會通過後實施，修正時亦同。

Article 11

These Regulations were passed by the Academic Affairs Committee of the, and reviewed by the University Endowment Fund Management Committee before being implemented. Revisions shall follow the same procedure.