

國立中山大學獎勵教師全英語授課要點

Guidelines on Rewarding Faculty Offering EMI Courses

108.12.25 本校108學年度第1學期第9次行政會議通過
Approved at the 9th Executive Meeting on December 25, 2019

110.11.24 本校110學年度第1學期第6次行政會議通過
Approved at the 6th Executive Meeting on November 24, 2021

111.11.30 本校111學年度第1學期第7次行政會議通過
Approved at the 7th Executive Meeting on November 30, 2021

114.03.05 本校113學年度第2學期第2次行政會議修正通過
Amended and approved at the 2nd Executive Meeting on March 5, 2025

- 一、 為促進國際化，提升學生英語能力，鼓勵本校教師以全英語教學方式開授課程，特訂定本要點。
 - I. These guidelines are formulated to encourage the faculty of the University to offer EMI courses so as to promote internationalization and enhance student's English proficiency.
- 二、 本要點獎勵對象係指本校專任及約聘教師（不含兼任教師）開設之「講授類」全英語授課課程，但在職專班課程、通識教育語文素養類課程及跨院選修之學術/專業英語文、外國語文學系開設學士班專業必修之英語文訓練課程及第二外語課程不適用之。
 - II. Lecture-based EMI courses offered by full-time faculty (excluding adjunct faculty) within and outside the manning quota are eligible to be rewarded, excluding courses for in-service master's programs, English-related courses of general education courses, inter-college elective courses for academic or professional English, and the required courses for bachelor's program and second language courses offered by the Department of Foreign Languages & Literature.
- 三、 本要點所稱之「全英語授課」係指教師所開授課程內容全程以英語教學方式授課者，其方式包括使用英語教材、講授、討論及成績評量皆採英語方式為之，但不得採用全部由學生報告之上課方式。
 - III. EMI courses stipulated in these guidelines refer to courses using English as a medium of instruction in the teaching materials, lectures, discussions, and performance assessments, excluding courses carried out entirely by student presentations.
- 四、 採用全英語授課之課程應於學生選課前，於教師課務系統登錄英文版課程大綱，並於開課系統設定為『英語授課』。
 - IV. Faculty offering EMI courses shall upload their English syllabi to the curriculum system and indicate "English-mediated instruction" before the start of course selection period.
- 五、 課程應具下列條件，始符合獎勵資格：
 - V. Courses meeting the following criteria shall be rewarded:

- (一) 碩博班：該課程修課總人數達 10 人以上。
- (1) Master's and doctoral programs: The number of students taking the course is at least 10.
學士班：該課程修課總人數達 20 人以上。
Bachelor's programs: The number of students taking the course is at least 20.
- (二) 教學意見調查（七分量表）依修課人數回收率達 50%。
- (2) The teaching survey of the course (seven-point scale) reaches 50% response rate.
- (三) 6 成以上填答學生認為英語授課時數佔全授課時數 80% 以上（依教學意見調查相關題項統計）。
- (3) More than 60% of the surveyed students consider the EMI course is conducted in English 80% of the time (based on the statistics from the questions of the teaching survey).
- (四) 以下三項方案須符合其中一項：
- (4) Meeting at least one of the following criteria:
 - 1. 授課教師當學期參與中山 EMI 教師培訓計畫課程至少三場。
 - (1) The instructor must participate in at least three sessions of the NSYSU EMI Teacher Training Program during the semester.
 - 2. 授課教師當學期需參與英語授課教學觀課(一節)一次。
 - (2) The instructor must apply for EMI classroom observation and be observed at least once during the semester.
 - 3. 授課教師當學期參與教務處品保相關計畫。
 - (3) The instructor must participate in an Office of Academic Affairs quality assurance program during the semester.

六、符合以上獎勵資格之課程，由教務處製表，授課教師應於學期初公告時程內於擇定以下一種獎勵方式，並於學期末進行複審（因涉授課時數核計，擇定獎勵方式後不得變更）：

VI. Faculty whose courses meeting the criteria above shall select either one of the following rewards within the deadline at the beginning of the semester when the OAA announces qualified courses. The courses shall be reviewed at the end of the semester. (The reward shall not be altered once selected as it involves teaching hour calculation.):

- (一) 獎勵時數：開課當學期授課時數以 1.5 倍核計，但不列入超支鐘點時數計算。若於該學期結束前經複審後確認未符合資格者，取消當學期獎勵時數，取消後授課時數不足者，依本校教師授課鐘點核計準則規定辦理。

- (1) Reward of teaching hours: The teaching hours shall be increased by 1.5 times for the semester when the course is offered, but shall not be counted into the overtime pay. Nevertheless, the extra hours awarded shall be cancelled if the course doesn't meet the criteria after review by the end of the semester. Cases of insufficient teaching hours resulting from such cancelation shall be handled in accordance with the *Guidelines on Calculation of Hourly Pay for Faculty Member*.
- (二) 獎勵金：課程依據教學意見調查滿意度排名結果，進行分級獎勵：各學制排名前 20%課程，每學分核發 1 個基數之獎勵金，並頒發獎勵狀，其餘課程每學分核發 0.5 個基數之獎勵金，每個基數所代表的金額視全校經費來源狀況簽請校長核定基數之金額。
- (2) Reward of bonus: The bonus shall be rewarded according to the ranking of teaching surveys of all qualified courses: One pay unit per course credit and a certificate of outstanding course are given to a course ranked in the top 20%, and half a pay unit per course credit for others. The monetary amount for each pay unit shall be approved by the President depending on the available funding source.

為鼓勵開設全英語課程，各學制課程修課總人數未達第五點(一)規定，但符合第五點(二)、(三)規定者，得依人數比例，以 0.5 個基數計算核發獎勵金：

In order to encourage the offering of EMI courses, courses whose class size fails to reach the number stipulated in Paragraph 1 of Article 5, but meet the requirements in Paragraph 2 & 3 of Article 5 may be granted a half pay unit proportionally according to the number of students taking the courses:

1. 碩博班：修課總人數 5~9 人、未達 10 人之課程。¹
 - i. Master's and doctoral programs: The number of students taking the courses is between 5 to 9 and less than 10.
2. 學士班：修課總人數 10~19 人、未達 20 人之課程。
 - ii. Bachelor's programs: The number of students taking the courses is between 10 to 19 and less than 20.

七、 獲核定獎勵之課程，每學期每位教師以獎勵 1 門課為限；併班課程視為同一門課程，如屬不同學制，其修課人數計算擇優採計。

VII. Faculty offering EMI courses shall be rewarded for only one course per semester. Merged classes shall be deemed as one course, and the calculation of the number of students for bonus shall be in favor of the teaching faculty if the merged classes belong to different degree programs.

八、 執行本要點所需經費來源為教育部高等教育深耕計畫、教育部大專校院

學生雙語化學習計畫、或教育部相關計畫經費等，本校得視當年度經費預算及全英語課程開課數適度調整獎勵金額。

- VIII. The funding for these guidelines is granted from MOE's Higher Education SPROUT Project, MOE's Program on Bilingual Education for Students in College (BEST), or other relevant MOE's projects, with the rewarded bonus adjusted appropriately in accordance with the annual budget of the University and the total number of EMI courses offered.
- 九、 本要點其他未盡事宜，悉依本校其他相關規定辦理。
- IX. Matters not covered in these guidelines shall be handled in accordance with the University's relevant regulations.
- 十、 本要點經行政會議通過，陳請校長核定後實施，修正時亦同。
- X. These guidelines are approved by the Executive Meeting and the President before implementation. Amendments to these guidelines shall follow the same procedure.

1 說明：碩士班修課總人數 5 人，該課程 3 學分，獎勵金以 $5 \div 10 \times 0.5$ 個基數 $\times 3$ 學分計算。

1 Note: For example, for a three-credit course of a master's program enrolled by five students, the rewarded bonus shall be calculated by the formula of $5 \div 10 \times 0.5$ pay unit $\times 3$ credits.