

National Chengchi University Teaching Improvement Experimental Program Regulations

February 10, 2009	Approved by the President
March 30, 2020	Amended and passed by the 1 st Academic Affairs Meeting, spring semester, Academic Year 2019-20
May 11, 2020	Promulgated via official letter Cheng Chiao Tzu No. 1090012001
October 18, 2021	Amended Articles 2, 3 passed by the 1 st Academic Affairs Meeting, fall semester, Academic Year 2021-22
November 9, 2021	Promulgated via official letter Cheng Chiao Tzu No. 1100033284
October 16, 2023	Amended Articles 3, 4 passed by the 1 st Academic Affairs Meeting, fall semester, Academic Year 2023-24
December 1, 2023	Promulgated via official letter Cheng Chiao Tzu No. 1120039460

Article 1 National Chengchi University (NCCU or “the University”) formulates the NCCU *Teaching Improvement Experimental Program Regulations* to encourage faculty to actively engage in teaching refinement and innovation to enhance teaching quality and promote high quality learning.

Article 2 All faculty members of this University, including part-time instructors and above, are eligible to apply. Each person is allowed to submit one application per semester as a principle, and a new proposal can only be submitted after the completion of the previous one.

Article 3 The Center for Teaching and Learning Development ("the Center") under the Office of Academic Affairs is responsible for processing applications for the program, with the following related matters:

1. Application Courses: Limited to undergraduate courses.
2. Application Period: Submissions must be made within the announced period at the end of each semester, and the review results will be announced before the start of the new

semester.

3. Proposal Explanation: Application for this program is for single course in a single semester. Applicants must submit an application for the Teaching Improvement Experimental Program within the specified time.
4. Proposal Content Includes: the motivation behind the research project, research themes and objectives, literature review, instructional design and planning, research design and execution planning, expected tasks and outcomes, references, and other relevant details.

Article 4 Review-related matters of the program

1. Review Procedure: The review committee is chaired by the Vice President for Academic Affairs as the convener, with the Director of the General Education Center and the Director of the Center as ex-officio members. Three external scholars or experts may be invited to assist with the review. The subsidies will be based on the number of applications and the financial situation.
2. Review Criteria are as follows:
 - 1) The degree of teaching refinement or innovation.
 - 2) The coherence among elements of instructional design.
 - 3) Expected outcomes.
 - 4) The execution status of previous projects.

5) The use of digital learning to support instruction.

Article 5 Funding related matters

1. Operating Expenses: Up to NT\$10,000 per course for teaching-related operating expenses.
2. Personnel Expenses: Subsidy for one teaching assistant per course. The assistant's salary shall not be lower than NT\$6,000 per month, with the hourly wage not falling below the basic wage announced by the Ministry of Labor.
3. Funding support comes from government subsidies or the University's self-raised funds.

Article 6 Teachers who receive subsidies must complete the project as scheduled, participate in the outcome presentation activities organized by the Center, and submit financial reports and outcome reports within the specified time.

Article 7 The responsibilities and obligations of the teaching assistants are governed by Article 8, (2), (3), and (4) of the University's *Office of Academic Affairs Teaching Assistant Funding Subsidy Directives*.

Article 8 The Regulations shall be passed by the Academic Affairs Meeting and then promulgated and implemented. Any amendments shall be processed accordingly.