

112 學年度第 2 學期國立中山大學雙語教育資源中心

雙語教育跨校教師社群申請辦法

一、目的

透過國立中山大學雙語教育資源中心(以下簡稱本中心)邀請大專院校教師共構雙語教學教師支持網絡，形成跨校教師社群，透過更廣泛與多元的交流，提升英語授課教學能量，並提升自信與知能，以提升各校開設雙語教學相關課程量能。

二、適用對象

申請人須為中華民國大專院校專任教師。

三、申請方式及審核

- (一) 社群召集人於截止期限 113 年 2 月 29 日(四)中午 12:00 前繳交計畫書至線上申請表單，內容不全或格式不符者恕不予受理。
- (二) 由本中心邀請相關專家學者進行書面審查作業，必要時得請申請人提供補充資料，經審核作業後以電子郵件通知補助社群與補助金額。

四、社群組成及運作

- (一) 以自由組成為原則，由至少 2(含)校之成員 4(含)人以上，由 1 名專任教師擔任社群召集人，該名教師需為引導或指導活動進行者。
- (二) 社群需包含 2 名以上專任教師，每位教師以參加一個社群為限。
- (三) 社群研討面向應為英語授課專業課程(EMI)、一般英語文課程(EGP)、或專業/學術英語課程(ESP/EAP)。
- (四) 社群活動內容應涵括教學方法與教材教案研發、課堂活動與評量設計及其他創新教學策略等。
- (五) 社群活動形式以讀書會、教學觀摩、實務研討、工作坊、經驗分享等方式進行，並至少規劃 4 次活動，鼓勵部分活動開放非本社群成員教師參加，本中心亦提供宣傳服務。社群活動須依照申請時規劃項目執行，辦理活動之主題/講者/項目若非申請時規畫所列，須繳交社群活動更動申請表，以進行新增/變更流程，經本中心同意後方可辦理。
- (六) 教師參與跨校教師社群活動，可採計為本中心「EMI 教師培訓計畫」之「參與教師社群」，每參與 1 次活動採計為 1 場(原則上以講座/工作坊/分享會等為限，活動長度至少 1.5 小時，且具有教師交流性質)。
- (七) 召集人應於活動結束兩週內辦理相關經費核銷，並繳交活動紀錄表。
- (八) 獲補助之社群教師應踴躍參加本中心舉辦之相關教學研討會、交流會等活動，並有**出席跨校教師社群成果分享會之義務**。
- (九) 社群召集人應於 113 年 8 月 23 日前繳交計畫成果報告。
- (十) 每學期將依據社群計畫成果報告與成果分享評選優良社群。獲核優良社群得於兩學期內申請新社群計畫時，增加最高額外一萬元社群經費，以

鼓勵社群納入新血以利同儕學習並持續深耕。

五、執行期程

113年3月14日起至113年7月31日止。計畫尚未核定前，社群可先行執行活動。若審查未通過，則酌予補助至審查結果公布日前已執行的活動經費。

六、審查原則

- (一) 能促進產出EMI、EGP、或ESP/EAP課程教材教案。
- (二) 能精進教師英語授課策略與技巧。
- (三) 具完善社群運作模式及機制。
- (四) 前學期社群運作成果(非必要)。

七、經費補助

- (一) 每案最高補助新臺幣5萬元，補助項目限業務費，用以支應社群運作及活動需要，相關核銷項目依「教育部補助及委辦計畫經費編列基準表」規定辦理。
- (二) 補助額度依計畫書所規劃之活動類型、內容及次數等內容作為審查參考依據，所有經費皆由本中心進行核銷，若未能如期動支經費，將收回經費補助餘款。
- (三) 經費用途科目：講座鐘點費、諮詢費、交通費、工讀費、膳食費(每人每餐上限100元)、教材印刷費、雜支等項目。文具用品等耗材，單一項目不可超過1,000元，不可核銷USB隨身碟。
- (四) 每場聚會社群成員需至少出席五成以上社群教師，方可核銷該場聚會經費。每場聚會結束後，須於兩週內將活動紀錄表、簽到表寄送至承辦人電子信箱，並將發票單據正本郵寄至高雄市鼓山區蓮海路70號國立中山大學教務處教學發展與資源中心辦理。

八、計畫結案

獲補助社群需於結案前至少完成4次以上活動紀錄，社群召集人應於執行時程結束後三週內(113年8月23日前)繳交計畫成果報告，俾憑辦理結案事宜。

九、注意事項

- (一) 各社群活動紀錄及成果報告等資料將放置於國立中山大學雙語教育資源中心網站，供非營利或教學推廣使用。
- (二) 獲補助之教師應恪守學術專業倫理，不得有違智慧財產權相關法規與個人資料保護法之行為。

十、聯絡人

國立中山大學教學發展與資源中心

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**112-2 Application Information on
Bilingual Education Intercollegiate Teacher Community of
NSYSU Resource Center for Bilingual Education**

1. Description:

NSYSU Resource Center for Bilingual Education (hereinafter referred to as the Center) invites university faculty to establish intercollegiate teacher communities and build a supportive network for instructors engaged in bilingual education, where they shall enhance confidence and gain energy for offering courses relevant to bilingual education through extensive and diverse exchange.

2. Qualified Applicants:

The applicant must be a full-time faculty member at a university or college in Taiwan.

3. Application and Review

I. Applicants should submit the proposal to the online application form by 12 PM, February 29, 2024.

II. The Center will invite relevant experts and scholars to review the proposals. If necessary, the Center will ask applicants to add information. Applicants will be informed of the result of review and approved funds through email.

4. Composition and Operation

I. A community should be composed of 4 members (or more) from 2 schools (or more), one of whom is the community convener responsible for directing activities.

II. At least 2 members of a community should be full-time faculty members. Each faculty member can only join 1 community at a time.

III. The focus of the communities should be on English as a Medium of Instruction (EMI), English for General Purpose (EGP), or English for Specialized/Academic Purpose (ESP/EAP) courses.

IV. The activities should cover pedagogical approaches, development of teaching and learning materials, classroom activities and assessment design, and other relevant innovative teaching strategies.

V. A community should organize at least 4 activities, which can be implemented in the form of study group, class observation, forum, workshop, experience sharing, and so on. It is encouraged that part of the activities could be opened to non-members, and the Center could assist with publicizing. The activities should be implemented as planned. If an activity is to be changed or added, the convener should submit the activity alteration form for the Center to review.

VI. Faculty members' participation in each activity is recognized as one time of

- “Teacher Community” of the [EMI Professional Development Program](#). (In principle, the activities should be lectures/workshops/sharing sessions, and so on, with a minimum length of 1.5 hours and having a communicative nature.)
- VII. The convener should conduct the reimbursement and submit the activity record within 2 weeks after each activity finishes.
 - VIII. Members of the funded communities are encouraged to participate in EMI workshops and events organized by the Center, and the convener is obliged to attend the achievement sharing conference.
 - IX. The achievement report should be submitted within 3 weeks after the project term (August 23, 2024) ends.
 - X. Each semester, excellent communities will be selected based on the results report and presentation of the community project. Communities recognized as excellent may receive an additional maximum of NT\$10,000 in community funds when applying for new community projects within two semesters, to encourage the integration of new members into the community for peer learning and continuous cultivation.

5. Project Term

From March 14, 2024, to July 31, 2024. To ensure timely implementation, communities may proceed with the activities before the announcement of results of review and reimburse expenses after the projects are approved. If the application does not pass, the expenses of the activities that have been carried out before the announcement of the review result can be reimbursed to an appropriate extent.

6. Principles of Review

- I. Productibility of instructional materials and lesson plans for EMI, EGP, ESP/EAP courses
- II. Capability of refining English-medium-instruction skills
- III. Community operation mode or mechanism
- IV. Situation of community operation in previous semesters (not necessary)

7. Funding

- I. The maximum fund for each community is 50,000 NT dollars. Reimbursement should comply with the [Ministry of Education’s regulations](#).
- II. The funding amount is based on the type, content, and number of planned activities as specified in the application form. Reimbursement will be processed by National Sun Yat-sen University. If the funds are not used in the project term, the funding will be withdrawn.
- III. Purpose of funding: lecture fees, consultation fees, transportation fees, temporary worker wages, meal fees, printing fees, miscellaneous expenses,

etc. One single item of stationary and consumables should not exceed 1,000 NTD. USB flash drives cannot be reimbursed.

- IV. To reimburse the fees of an activity, attendance at that activity should attain to **at least 50% of the community members**. After each activity, the activity record form and attendance list must be sent to the contact person's email within two weeks, and the original invoice must be mailed to Teaching and Learning Development and Resources Center, Office of Academic Affairs, National Sun Yat-sen University, at No.70 Lien-hai Road, Gushan District, Kaohsiung City.

8. Project Completion

The subsidized community should organize at least 4 activities and submit activity records. The community convener should submit the project report before August 23, 2024, to complete the project.

9. Notes

- I. The information in the activity record and the achievement report will be placed on the NSYSU Resource Center for Bilingual Education website for non-profit or educational promotion use.
- II. Teachers of funded communities must comply with academic ethical codes, and may not violate laws regarding intellectual property rights and personal data protection.

10. Contact

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