

## 國立臺灣大學雙語教育中心 全英語授課製成影片教師獎勵計畫

民國 111 年 02 月 21 日雙語教育中心業務會議通過

### 壹、宗旨

國立臺灣大學（以下簡稱本校）為提升學生英語能力與國際競爭力，鼓勵以英語授課教師將授課內容製成影片，強化本校英語學習環境，特訂定本計畫。

### 貳、補助對象

本校開設經各教學單位課程委員會審查通過之英語專業課程之專任及專案教師。

### 參、補助須知

#### 一、補助項目

- (一) 本計畫補助之課程範圍由雙語教育中心另行公告。但語言訓練、專題討論、論文、實習、演講，不適用本計畫。
- (二) 教師開授英語專業課程應以英語講授，且包括課程內容（含課程大綱）、教材、研討及教學評量等，皆採用英語方式進行。如為續開課程，須未於前三年內拍攝製成影片。
- (三) 授課教師應填具申請表，於課程開始前經系、所、學位學程及院課程委員會通過，並經開課單位主管及授課教師所屬學院院長核章，送雙語教育中心審核。
- (四) 授課教師一學期至多僅能獲一次補助。

#### 二、補助金額

- (一) 直錄授課影片：每門課可獲補助最高新臺幣貳萬元。
- (二) 專錄授課影片：每門課可獲補助最高新臺幣參萬元。
- (三) 補助辦法及補助金額等細節由雙語教育中心另行公告。

(四) 經審查得補助之課程可另獲一數位型教學助理之經費，協助處理影片製作相關細節業務。

#### **肆、申請須知**

- 一、申請表(如附件一)。
- 二、申請期限：預定每年5月底前/11月底前公告開放申請，依雙語教育中心公告為準。
- 三、每年以補助10部課程影片拍攝及製作為原則。

#### **伍、審核及經費來源**

- 一、補助之評審作業由雙語教育中心辦理。
- 二、本經費來源為「教育部大專院校學生雙語化學習計畫」。相關經費核銷須依「大專校院推動雙語化計畫補助暨經費使用原則」及「教育部補(捐)助及委辦計畫經費編列基準表」辦理。
- 三、依年度預算決定實際獎助名額。經費中斷或刪減時，本中心得停止實施或酌減獎勵款。
- 四、本計畫經雙語教育中心業務會議通過後發布施行，修正時亦同。



## 國立臺灣大學全英語授課製成影片補助 專錄課程申請表

申請日期： 年 月 日

開課單位	學院 系所		
課程名稱	中文：		
	英文：		
授課教師姓名 (限專任/專案教師)	主授老師：		
	合授老師：		
申請教師資訊	所屬單位： 學院 系所		
	E-mail:		
	電話:		
開課時間	<input type="checkbox"/> 111學年度第一學期 <input type="checkbox"/> 111學年度第二學期 <input type="checkbox"/> 非學期間開課課程		
課程識別碼		班次(若申請課程與其他課程之課程識別碼相同，則必填班次)	
預計修課人數		學分數	
課程屬性	<input type="checkbox"/> 新開課程 <input type="checkbox"/> 續開課程(續開課程須未於前三年內拍攝製成影片)		
	<b>學期間開課課程</b>		
	<input type="checkbox"/> 服務性課程(微積分、普物、普化...等提供各院學生修習之課程)		
	<input type="checkbox"/> 通識課程		
	<input type="checkbox"/> 必修課程		
	<input type="checkbox"/> 選修課程		
檢附資料	<input type="checkbox"/> 非學期間開課課程		
	<input type="checkbox"/> 全英語授課技巧		
	<input type="checkbox"/> 專業領域典藏課程		
檢附資料	<input type="checkbox"/> 續開課程請檢附最近一次開課期末教學意見調查結果		
	<input type="checkbox"/> 課程時程表		
聯絡人簽章	電話:		
	E-mail:		
申請教師簽章	開課單位主管簽章	授課教師所屬學院院長簽章	

雙語教育中心 收件核章		收件日期:
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### Preplanned-lecture Recording Syllabus in English

Lecture Description	
Lecture Requirements	
Lecture Objectives	
Learning Outcomes	
Required Readings	
Grading	

### Lecture Schedule

Lecture	Date	Topic	Lecturer
Lecture 1			
Lecture 2			
Lecture 3			
Lecture 4			
Lecture 5			
Lecture 6			
Lecture 7			
Lecture 8			
Lecture 9			
Lecture 10			
Lecture 11			
Lecture 12			
Lecture 13			
Lecture 14			



Lecture 15			
Lecture 16			



## 國立臺灣大學全英語授課製成影片補助 直錄授課課程申請表

申請日期： 年 月 日

開課單位	學院 系所		
課程名稱	中文：		
	英文：		
授課教師姓名 (限專任、專案教師)	主授老師： 合授老師：		
申請教師資訊	所屬單位： 學院 系所		
	E-mail:		
	電話:		
開課時間	<input type="checkbox"/> 111學年度第一學期 <input type="checkbox"/> 111學年度第二學期 <input type="checkbox"/> 111學年度(限學年課程)		
課程識別碼		班次(若申請課程與其他課程之課程識別碼相同，則必填班次)	
預計修課人數		學分數	
課程屬性	<input type="checkbox"/> 新開課程		
	<input type="checkbox"/> 續開課程(續開課程須未於前三年內拍攝製成影片)		
	<input type="checkbox"/> 服務性課程(微積分、普物、普化...等提供各院學生修習之課程)		
	<input type="checkbox"/> 通識課程		
	<input type="checkbox"/> 系訂必修課程		
<input type="checkbox"/> 系訂選修課程			
檢附資料	<input type="checkbox"/> 續開課程請檢附最近一次開課期末教學意見調查結果 <input type="checkbox"/> 課程時程表		
聯絡人簽章		電話:	E-mail:
申請教師簽章	開課單位主管簽章	授課教師所屬學院院長簽章	
雙語教育中心 收件核章		收件日期:	



## Course Syllabus in English

Course  
Description

Course  
Requirements

Course  
Objectives

Learning  
Outcomes

Required  
Readings

Grading

## Course Schedule

Week	Date	Topic	Lecturer
Week 1			
Week 2			
Week 3			
Week 4			
Week 5			
Week 6			
Week 7			
Week 8			
Week 9			
Week 10			
Week 11			
Week 12			
Week 13			
Week 14			



國立臺灣大學  
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CENTER FOR BILINGUAL EDUCATION  
NATIONAL TAIWAN UNIVERSITY

Week 15			
Week 16			



# **National Taiwan University Center for Bilingual Education Subsidy for Converting EMI Courses into Digitally Recorded Videos**

February 21, 2022 Passed by the Administrative Meeting of the Center for Bilingual Education

## **I. Rationale**

In order to improve students' English language skills and global competency, National Taiwan University (hereafter NTU) encourages instructors to convert courses using English as a Medium of Instruction (EMI) into digitally recorded videos so as to create a robust English learning environment on the NTU campus. This Subsidy is thereby drawn up.

## **II. Eligibility**

The subsidies are for all full-time faculty members (tenure-tracked and contract-based) offering EMI content courses which have been approved by the respective curriculum committee.

## **III. Criteria**

### **1. Courses Applicability**

- (1) The courses eligible for the subsidies will be announced by the Center for Bilingual Education (hereafter CBE). However, language training courses, seminars, dissertation and thesis writing, practicum, and colloquium talks are not eligible.
- (2) Instructors using English as a medium of instruction must lecture and facilitate discussions in English. All course content, including the syllabus, teaching materials, seminars, and course evaluation, must be mediated in English. If a continuing course has been converted into videos within three years prior to the time of the application, it is not eligible for this Subsidy.
- (3) EMI course instructors must submit the application form, which will be reviewed by the respective department, institute, degree program and college curriculum

committees before the start of the course. Following the endorsement by the director of the course and the respective college's dean, the application will be sent to CBE for review.

(4) Each instructor can only receive, at most, one subsidy per semester.

## 2. Subsidies Amount

(1) Live-lecture Recording: Each course may receive a subsidy of up to NT\$ 20,000.

(2) Preplanned-lecture Recording: Each course may receive a subsidy of up to NT\$ 30,000.

(3) The details of the subsidy implementation and amounts will be announced by CBE.

(4) The course which has received a subsidy after CBE reviews will be awarded an additional grant for a digital teaching assistant, assisting administrative tasks and other assignment work related to video-making.

## IV. Application Requirements

1. Application Form (Attachment 1)

2. Application Deadline: The application period will be announced before the end of May and the end of November each year. The actual opening date is subject to CBE's announcement.

3. In principle, the Subsidy grants 10 courses to make and produce videos each year.

## V. Review and Source of Funding

1. The subsidy application process is reviewed by CBE.

2. The source of funding for this Subsidy is the Ministry of Education's *Program on Bilingual Education for Students in College*. Expenses shall be reimbursed in accordance with the *Principles for the Budgeting and Use of Funds of the Program on Bilingual Education for Students in College* and the Ministry of Education's *Reference Table for the Budgeting of Subsidies, Endowments, and the Funds of Commissioned Projects*.

3. The annual subsidy quota shall be determined based on the actual funding approved by the Ministry of Education and the Subsidy's actual needs. In the event of a budget freeze or cut, the Subsidy may suspend the subsidy, decrease the subsidy quota, or raise the subsidy issuance criteria as necessary.
4. The Subsidy shall be passed by the Administrative Meeting of the Center for Bilingual Education and then implemented upon promulgation. The same shall apply when amendments are made.



## Subsidy for Converting EMI Courses into Digitally Recorded Videos Preplanned-lecture Recording Application Form

Application Date (YY/MM/DD):

Academic Unit	College	Department
Course Title	Chinese:	
	English:	
Lecturer's Name (Full-time and Project faculty only)	Main Instructor:	
	Other Instructors:	
Applicant Information	Affiliation: College: _____ Department _____	
	Email: _____	
	Telephone Number: _____	
Course Schedule	<input type="checkbox"/> Academic Year 2022-2023 Fall Semester	
	<input type="checkbox"/> Academic Year 2022-2023 Spring Semester	
	<input type="checkbox"/> Courses Offered During Summer or Winter Breaks	
Curriculum Identity Number		Class Number (If the course which applies for the subsidy has the same curriculum identity number as other courses, one has to provide its class number)
Estimated Student Enrollment		Credits
Course Types	<input type="checkbox"/> New Course	
	<input type="checkbox"/> Continuing Course (This course has not been recorded within three years prior to this application)	
	<b>Courses Offered During Academic Semesters</b>	
	<input type="checkbox"/> Foundational Course (Courses offered for students in all colleges, such as Calculus, General Physics, General Chemistry, etc.)	
	<input type="checkbox"/> Liberal Educational Course	
	<input type="checkbox"/> Required Course	
	<input type="checkbox"/> Elective Course	
	<b>Courses offered during breaks</b>	
	<input type="checkbox"/> Teaching with EMI Skills Courses	
	<input type="checkbox"/> Classic Disciplinary Classes	
Attachments for Review	<input type="checkbox"/> Continuing Course (Please provide the instructor's <b>most recent</b> course evaluation results.)	
	<input type="checkbox"/> Pre-recorded Lecture Syllabus	
Contact Personal Signature		Phone: _____
		Email: _____
Signature of the Applicant	Signature of the Department Head	Signature of the Respective College Dean



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Received by CBE (Reception Date)	
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### Preplanned-lecture Recording Syllabus in English

Lecture Description	
Lecture Requirements	
Lecture Objectives	
Learning Outcomes	
Required Readings	
Grading	

### Lecture Schedule

Lecture	Date	Topic	Lecturer
Lecture 1			
Lecture 2			
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Lecture 7			
Lecture 8			
Lecture 9			
Lecture 10			
Lecture 11			
Lecture 12			
Lecture 13			
Lecture 14			



Lecture 15			
Lecture 16			



## Subsidy for Converting EMI courses into Digitally Recorded Videos Live-lecture Recording Application Form

Application Date (YY/MM/DD):

Academic Unit	College	Department	
Course Title	Chinese:		
	English:		
Lecturer's Name (Full-time and Project faculty only)	Main Instructor:		
	Other Instructors:		
Applicant Information	Affiliation: College:		Department
	Email:		
	Telephone Number:		
Course Schedule	<input type="checkbox"/> Academic Year 2022-2023 Fall Semester		
	<input type="checkbox"/> Academic Year 2022-2023 Spring Semester		
	<input type="checkbox"/> Academic Year 2022-2023		
Curriculum Identity Number	Class Number (If the course which applies for the subsidy has the same curriculum identity number as other courses, one has to provide its class number)		
Estimated Student Enrollment	Credits		
Course Types	<input type="checkbox"/> New Course		
	<input type="checkbox"/> Continuing Course (This course has not been recorded within three years prior to this application)		
	Courses Offered During Academic Semesters		
	<input type="checkbox"/> Foundational Course (Courses offered for students in all colleges, such as Calculus, General Physics, General Chemistry, etc.)		
	<input type="checkbox"/> Liberal Educational Course		
Attachments for Review	<input type="checkbox"/> Continuing Course (Please provide the instructor's <b>most recent</b> course evaluation results.)		
	<input type="checkbox"/> Course Syllabus		
Contact Personal Signature	Phone:		
	Email:		
Signature of the Applicant	Signature of the Department Head		Signature of the Respective College Dean
Received by CBE (Reception Date)			





## Course Syllabus in English

Course  
Description

Course  
Requirements

Course  
Objectives

Learning  
Outcomes

Required  
Readings

Grading

## Course Schedule

Week	Date	Topic	Lecturer
Week 1			
Week 2			
Week 3			
Week 4			
Week 5			
Week 6			
Week 7			
Week 8			
Week 9			
Week 10			
Week 11			
Week 12			
Week 13			
Week 14			



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Week 15			
Week 16			