

Rules Governing Subsidies for English-Taught Courses at National Chengchi University

Approved on June 3, 2013 at an Academic Affairs Meeting

Article 1 Objective

To improve the quality of English-taught courses, to shape an English-teaching environment on campus that is in line with its international counterparts, to support systematic English modular courses, to create a larger selection of courses available to international students, and to encourage lecturers to teach in English, the National Chengchi University ("NCCU") has established the "Rules Governing Subsidies for English-Taught Courses at National Chengchi University" (the "Rules").

Article 2 Review Committee

The English-Taught Course Subsidy Review Committee is responsible for reviewing subsidies and other related matters. The committee shall comprise twelve members hired by the President, including the Dean of Academic Affairs, the Dean of the Office of International Cooperation, the Director of the Center for Teaching and Learning Development, and one faculty member from each college. Committee members shall serve two-year terms, and may serve multiple terms. The Dean of Academic Affairs shall also be the convener.

Article 3 Eligibility and scope

Colleges are eligible to receive subsidies based on the Rules. The scope of a subsidy is restricted to the following three areas:

- I. Modular courses: Individual colleges combine three or more courses to create systematic English modular courses.
- II. Individual courses: Compulsory graduate courses (including joint master/PhD courses)
- III. Approach to improving the quality of English-taught courses.

No applications shall be allowed for general language courses (including related professional courses to be taught in English), on-the-job courses, and courses with self-sufficient credit fees. Courses with existing subsidies from other sources may not apply for duplicate subsidies.

Article 4 Application timeframe

The subsidies are granted every academic year. Colleges wishing to apply for subsidies shall submit comprehensive English-taught course plans for the whole academic year and related appendices before June 20, and apply for subsidies for the whole academic year.

Article 5 Application

A comprehensive English-taught course plan must contain the following items:

- I. Course information (including course title, lecturer, number of credits, enrollment limit, and URL of the syllabus).
- II. Enrollment limit for international students.
- III. Structural relationship in modular courses.
- IV. Quality and effects of previously offered courses.
- V. Plans to improve the quality of English-taught courses in the future.
- VI. Budget plans. Please list the budget items and amounts according to funding sources and describe the budget utilization and scope.

Article 6 Subsidy amount

The English-Taught Course Subsidy Review Committee reviews subsidy amounts according to the following criteria:

- I. Total number of students and credits for English-taught courses in the college (including modular courses and compulsory graduate courses).
- II. Total number of international students allowed in English-taught courses in the college.
- III. Systematic nature of English-taught modular courses in the college.
- IV. The teaching effectiveness of English-taught courses in the college.
- V. Plans to improve the quality of English-taught courses in the college in the future.
- VI. Others (e.g.: visions, long term plans)

Article 7 Funding sources and utilization

The subsidies shall be funded by the Top Universities Program or the university affairs fund.

The subsidies shall be used by the departments to facilitate matters related to English-taught courses according to the applicable rules of the funding source. All expenses shall be written off with receipts or proof by the specified deadline.

The plans to improve the quality of English-taught courses in the department in the future may be implemented in collaboration with the Center for Teaching and Learning Development.

Article 8 Performance evaluation

When applying for subsidies for English-taught courses, the departments, apart from first time applicants, shall provide the effects from the previous year as a basis for subsidy reviews.

The performance results shall include the execution and results of the English-taught course plans in the college in the previous year.

The subsidies are allocated in two stages under the current account system. One half of the total subsidy will be allocated in the first semester, and one half in the second semester.

Article 9 The Rules shall take effect after they are approved at the Academic Affairs Meeting and announced by the President. The same procedure shall be followed upon their revision.

