檔　　號：
保存年限：

國立中山大學　函

機關地址：804高雄市鼓山區蓮海路70號
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受文者：國立成功大學

發文日期：中華民國113年2月7日
發文字號：中教字第1130700125號
速別：普通件
密等及解密條件或保密期限：
附件：如說明（112-2中英文辦法、中文計劃書、英文計劃書）(附件1 1130G00221_1_07170418896.odt、附件2 1130G00221_2_07170418896.odt、附件3 1130G00221_3_07170418896.pdf)

主旨：本校雙語教育資源中心辦理112學年度第2學期「雙語教育跨校教師社群」，即日起開放申請，請轉知並鼓勵所屬教師申請，請查照。

說明：

一、本校辦理教育部雙語教育資源中心計畫，為促進大專院校教師建立雙語教育支持網絡，透過廣泛與多元的交流提升授課知能與自信，邀請全國大專院校教師申請成立雙語教育跨校教師社群。

二、申請期程：即日起至113年2月29日(四)中午12:00。

三、補助經費：每案最高新臺幣5萬元。

四、執行期程：113年3月14日起至113年7月31日止。

五、申請方式：透過線上申請表繳交計畫書，申請連結：https://forms.gle/6qQW4zpKDXgDKQxt7。

六、申請辦法與計畫書詳如附件。

七、本案聯絡人：本校教務處教發中心莊先生，電話：07-5252000分機2113。電子郵件：hktsng@mail.nsysu.edu.tw。

正本：公私立大專校院
副本：本校教務處 113/02/15 08:58:02

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NSYSU Resource Center for Bilingual Education
Intercollegiate EMI Teacher Community Application Form

Information

Community	Mandarin		English	
Project Term	March 14, 2024, to July 31, 2024			
Applicant (Convener)			Title	
School/Dept.	OO University/OOO Department (full name)			
TEL. (Office)			Phone Number	
Email				

Community Members (fields can be added based on the need)

	Name	School/Dept.	Title	Contact	Email
1					
2					
3					
6					

Types of community activities	☐Study Group
	☐Class Observation

| Topics investigated covered (multiple items allowed)	☐Development of EMI course materials or lesson plans
	☐Innovation of EMI instructional approaches
	☐Improving English language skills in teaching

Note: Please adjust the form based on your needs.

NSYSU Resource Center for Bilingual Education
Intercollegiate EMI Teacher Community Proposal Form

I. Theme and goals of the community:

II. Community activity planning:
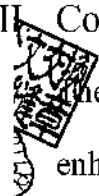
The planned activities of the community should be relevant to EMI teaching enhancement, and can take the form of study group, teaching observation, forum, roundtable discussions, lectures, material development, workshop, experience sharing, etc. At least 4 activities should be held, and in principle they should have a minimum length of 1.5 hours and have a communicative nature.

Activity Plan Table

No.	Theme	Type	Time	Intended speaker to be invited	Speaker Experience
ex	Strategies for Evaluating EMI Classroom	Lecture	2hours/Expected to be held in May	Professor Wang Xiao Ming, OO University	10 years of EMI teaching experience/ Served as the speaker of the workshop "Language Skills for

	Effectiveness			Teaching in EMI* in OO University
1				
2				
3				
4				

*The community activities should be carried out as planned. If the themes/speakers/items of the activities are to be changed, the alteration form should be submitted and approved by the Center before they are carried out.

III. Expected production of instructional materials and lesson plans for specialized EMI courses

Explain how the planned activities will promote the output of instructional materials and lesson plans for specialized EMI courses.

IV. Anticipated goals and achievements

The writing form is not restricted. It is recommended to describe the qualitative indicators (such as 1. Using OOO teaching method in OOO EMI course. 2. Strengthening the connection between OOO teaching theory and practice. 3. Promoting teacher exchange and strengthening teacher instructional skills.) and quantitative indicators (such as 1. Producing O EMI course lesson plans. 2. Members participating in EMI professional development workshops O times. 3. Holding O consensual exchange meetings). Also, explain how the outcome will be assessed.

V. Table of Budget

Item	Project Budget Details				
	Unit Price	Quantity	Subtotal	Explanation	Note
Business Expense Lecture hourly Fee				Maximum: 2,000 per hour. If the speaker is a teacher from National Sun Yat-sen University, the maximum fee is 1,000.	
Consultation fee				1,000-2,500 per person each time	
Transportation fees				Reimbursed with tickets	
Temporary worker wage	183	hours		The cost of labor insurance and pension for temporary worker is approximately 48 per person/day.	
Labor insurance, pension		days			
2nd Generation National Health Insurance				(Hourly Fee, Temporary worker wage…)*2.11%。	
Printing Expenses				Maximum: 5,000	

Item	Unit Price	Quantity	Subtotal	Explanation	Note
			Project Budget Details		
Meal Fee	100				
Reference book				Maximum: 2,000. Should be relevant to the community's theme or necessary for the execution of the activities.	
Miscellaneous Expenses				Such as stationery, paper, tapes, information consumables, folders, and postage. The price of each item cannot exceed 1,000, and no flash drive may be purchased. Maximum: 3000.	
Total Amount					**NTD**

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計畫書

基本資料

社群名稱	中文			英文	
執行期間	113年3月14日起至113年7月31日止				
申請人 （召集人）				職稱	
學校/單位別	OO大學/OOO系(請寫全稱)				
校內聯絡電話				手機號碼	
電子信箱					

社群成員　（欄位不足可自行增列）

	姓名(中) 姓名(英)	學校/單位別	職稱 （註明專任或兼任）	聯絡電話	電子信箱
1					
2					
3					
4					
5					
6					

1

社群研討課程面向(可複選)	☐英語授課專業課程(EMI)
	☐一般英語文課程(EGP)
社群活動辦理形式(可複選)	☐讀書會　　　　　☐其他：_____
	☐教學觀摩
社群探討議題涵蓋層面	☐課程教材或教案之開發　　☐精進英語授課語言技巧
	☐創新課程之開創　　　　☐課堂活動設計

【註】上述表格不敷使用時請自行增減。

社群規劃

一、社群主題與目標

二、社群活動規劃

社群所規劃之活動內容以精進英語授課教學為原則，形式可採讀書會、教學觀摩、實務研討、

2

座談會、講座、教材研發、工作坊、經驗分享等,至少辦理4次活動,原則上活動長度應至少1.5小時,且具有教師交流性質。

社群活動規劃表

編號	主題	類型	時間	擬邀請講者	講者經歷
ex	EMI課堂中的成效評量分析策略	主題講座	2小時/預計5月辦理	國立OO大學王小明教授	10年EMI教學經驗 OO大學課程與教學博士 曾任國立OO大學「EMI授課語言技巧工作坊」講者
1					

※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/項目若非申請時規劃所列,須辦理社群活動新增/變更流程,經本校同意後方可辦理。

3

三、預期產出之 EMI、EGP、或 ESP/EAP 課程教材教案

請說明社群活動將如何促進相關課程教材教案之產出

四、預期目標與成果

撰寫方式不拘，建議分別以質化指標（如 1.運用○○○教學法於○○○EMI 課程。2.強化○○教學理論與實務之聯結。3.促進教師交流並強化教師教學技巧。）及量化指標（如 1.產出○ 份 EMI 課程教案。2.成員參與教師 EMI 工作坊○ 場次。3.辦理○ 場共識交流活動。4.開設○ 門 EMI/ESP/EAP 課程）敘明，並說明檢核方式。

4

五、經費預算表

經費項目		計畫經費明細				
		單價	數量	總價	說明	備註
業務費	講座鐘點費				依講座鐘點費支給表規定，每小時至多2,000元整(講者為國立中山大學教師則減半支給)	
	諮詢費				每人次 1,000 元至 2,500 元	
	國內差旅費				檢據核銷	
	工讀費	183	人時		每位工讀生勞保及勞退金共計約48元/每日，編列工讀費時應包含勞保及勞退金費用。	
	勞保、勞退		日			
	二代健保補充保費				（講座鐘點費、工讀費…）*2.11%。	
	影印、印刷及裝訂				最高以 5000 元為限	

5

經費項目	計畫經費明細				
	單價	數量	總價	說明	備註
費					
誤餐費	100				
參考書籍				須符合社群主題或執行活動所需，最高以 2000 元為限	
雜支				如文具用品、紙張、錄音帶、資訊耗材、資料夾、郵資。 文具用品等耗材，單一項目不可超過 1000 元，不得購買 USB 隨身碟。 最高以 3000 元為限	
總計					元

1. 如表格不敷使用請自行新增。

2. 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。

3. 敬請利用「備註」欄位敘明編列經費用途，以利審查。

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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**兩周內**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

研究助理：莊皓鈞

電話：07-5252000 #2113

地址：80424 高雄市鼓山區蓮海路 70 號
E-mail：hktsng@mail.nsysu.edu.tw

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.

Contact

Teaching and Learning Development and Resources Center, Office of Academic Affairs, National Sun Yat-sen University

Research Assistant: Hao-Chiun Chuang

Telephone: 07-5252000 #2113

Address: 804 No.70 Lien-hai Road, Gushan District, Kaohsiung City