

National Sun Yat-sen University

Pilot Teacher Appointment Guidelines

Adopted at the 10th Administrative Meeting of the 1st semester of the 2010 academic year, January 19, 2011
Amended and approved at the 4th Administrative Meeting of the 1st semester of the 2021 academic year, October 27, 2021

1. Objective

The "National Sun Yat-sen University Pilot Teacher Appointment Guidelines" is established to enhance the teaching interaction and mutual growth of teachers in National Sun Yat-sen University (hereinafter referred to as the School), through individual talks, group discussions or micro-teaching, etc., to assist teachers to improve their teaching skills and to achieve the goal of pursuing teaching excellence.

2. Employment Qualifications

The Teaching and Learning Development and Resources Center of the Office of Academic Affairs (hereinafter referred to as the Center) shall request the President to hire individuals who meet one of the following qualifications as the teaching pilot teachers (referred to as the pilot teacher) every academic year:

- (1) Full-time teachers of the School who have won the School's outstanding and excellent teaching or related awards.
- (2) Senior full-time/part-time senior teachers or retired teachers with rich teaching experiences and able to provide teachers with teaching assistance.
- (3) Those who have been awarded for teaching EMI courses by the School.
- (4) Those who have taught courses in English at this School, and have received Excellent Course Award for teaching such courses.
- (5) External professionals.

3. Consulting Items

The consultation items that the pilot teachers can provide include the following:

- (1) Services related to teaching improvement
- (2) Course preparation and assessment
- (3) Laboratory and research room management
- (4) Teaching practice research plan
- (5) EMI teaching experience
- (6) Other teaching-related consultation and guidance

4. Service Target

Full-time and part-time teachers of each academic unit of the School.

5. Funding

The guidance allowance for pilot teachers is approved according to the service time (according to the "Regulations on the Provision of Part-time Fees for Military, Public Servant as Instructors and Lecture Fees"), and the relevant expenses are covered by the budget of the Office of Academic Affairs.

6. The "National Sun Yat-sen University Pilot Teacher Appointment Guidelines" was approved by the Administrative Meeting and submitted to the President for implementation after approval. The amendments are also the same.

p.s. Above contents were translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese always takes precedence.

國立中山大學教學領航教師設置要點

100.1.19 本校 99 學年度第 1 學期第 10 次行政會議通過

110.10.27 本校 110 學年度第 1 學期第 4 次行政會議修正通過

一、目的

為增進本校教師間教學互動及相互提攜成長之目的，透過個別會談、小組座談或微型教學等方式，協助教師精進教學技巧，達成追求教學卓越之目標，特制定「國立中山大學教學領航教師設置要點」。

二、聘用資格

教務處教學發展與資源中心(以下簡稱本中心)每學年度得敦請校長聘任符合下列資格之一者擔任教學領航教師(簡稱領航教師)：

- (一) 曾獲本校傑出暨優良教學或相關獎項之本校專任教師。
- (二) 資深具豐富教學經驗且能提供教師教學協助之本校專/兼任資深教師或退休教師。
- (三) 曾獲本校全英授課獎勵者。
- (四) 曾於本校進行英語授課，且該課程獲優良課程獎勵者。
- (五) 外聘專業人士。

三、提供諮詢項目

領航教師可提供之諮詢項目包含以下內容：

- (一) 教學精進相關服務
- (二) 課程準備及評量
- (三) 實驗室及研究室管理
- (四) 教學實踐研究計畫
- (五) 全英語授課教學經驗
- (六) 其他教學相關諮詢與輔導

四、服務對象

本校各學術單位之專任及兼任教師。

五、經費支給

依服務時間核給領航教師指導津貼(依「軍公教人員兼職費及講座鐘點費支給規定」)，相關費用由教務處經費支應。

六、本要點經行政會議通過，陳請校長核定後實施，修正時亦同。