# Chung Yuan Christian University Office of Digital Education
# Digital Teaching Innovation Application Subsidy Project

Approved by the 111-1-1 Academy Affairs Meeting of the International Cloud Academy on August 29, 2022
Amended in accordance with CYCU Letter No. 1120002325 dated July 4, 2023
Amended by the 112-2-3 Office Affairs Meeting of the Office of Digital Education on March 26, 2024
Amended by the 113-2-4 Office Affairs Meeting of the Office of Digital Education on March 27, 2025

I. To encourage faculty members to develop innovative and technology-integrated teaching applications in conjunction with digital courses, thereby improving teaching and promoting learning effectiveness, Chung Yuan Christian University (hereinafter referred to as "the University") hereby establishes the "Chung Yuan Christian University Office of Digital Education Digital Teaching Innovation Application Subsidy Project" (hereinafter referred to as "the Project").

II. Eligibility: A full-time faculty member of the University may apply individually or as part of a team. In principle, one project per semester may be subsidized. Faculty members may collaborate across colleges or departments to develop a project in conjunction with a digital course they offer (for example, Faculty Member A implements digital teaching and Faculty Member B assists with learning process analysis).

III. Subsidy Categories: Innovative applications developed for digital courses, including distance learning, flipped learning, and MOOCs.

(1) Learning Effectiveness Evaluation: Development of methods for analyzing or evaluating learning effectiveness in conjunction with a digital course, including learning early-warning systems, learning weakness analysis, etc., to serve as teaching feedback and a reference for instructional adjustment in the digital course. Maximum subsidy: NT$30,000.

(2) Digital Learning Instructional Assessment: Development of instructional assessment mechanisms for digital learning, including measurement items and content, to objectively reflect the effectiveness of online instruction. Maximum subsidy: NT$30,000.

(3) Technology-Integrated Digital Teaching: Use of new instructional models involving technological equipment, smart mobile devices, and similar tools to increase instructor-student interaction and strengthen responsiveness in distance learning; or development and introduction of AR/VR/MR, artificial intelligence, and other technologies into digital course applications to support student learning through technology. Maximum subsidy: NT$50,000.

(4) Integration of Open Educational Resources into Digital Courses: Instructional design and production of actual teaching cases using international open educational resources in languages other than Chinese. Maximum subsidy: NT$20,000.

(5) Modular Development of Digital Courses: Design of an eighteen-week course into at least four to six thematic instructional modules. Each module shall contain several audiovisual units of five to fifteen minutes each and shall be taught in accordance with the distance learning course operation guidelines and performance standards, forming an integrated instructional module that allows individual units to be added, deleted, modified, or reorganized in the future. Maximum subsidy: NT$30,000.

IV. Subsidized Items and Reimbursement: Funding required for the Project shall be provided under relevant Ministry of Education projects and may be adjusted flexibly in accordance with the annual budget. Eligible items include:

(1) Operating expenses: Items with a unit price not exceeding NT$2,999, including stationery, computer peripherals, and project-related teaching materials. Books and goods to be given to students shall not be purchased.

(2) Student grant expenses:

1. Research assistants: Only graduate students may be engaged. Expenses shall be reimbursed monthly, and the CYCU Agreement for Research Scholarship Students under Research Projects and an individual receipt shall be attached for reimbursement.
2. Competition award expenses: These expenses shall principally be used to reward students participating in internal or external competitions. A grant recommendation form and an individual receipt shall be attached for reimbursement.

(3) Teaching assistant expenses: Teaching assistants shall be engaged at the prescribed hourly rate. Where the engagement is for no more than thirty hours per month, insurance shall be arranged on a daily basis. This expense item is subject to the total budget ceiling imposed by the funding source; if the ceiling is exceeded, adjustments shall be coordinated separately.

(4) Priority shall be given to applications that include planned student grant expenses.

(5) Where a project supports course development under the current Ministry of Education digital project and produces an actual case or report, an additional incentive of up to NT$5,000 shall be granted. This item shall be funded under the digital project.

(6) Where a MOOC offered by the University or an alliance partner institution is promoted to an overseas sister institution for integration into that institution's diverse teaching applications, a course planning fee of NT$5,000 shall be subsidized for the instructor at that institution. This item shall be funded under the digital project.

V. Approval of Subsidies: The Office of Digital Education (hereinafter referred to as "the Office") shall review subsidy applications and amounts in light of the annual budget and shall announce the approved applications and amounts.

VI. Application and Project Closeout Schedule: Applications shall be submitted and expenses reimbursed within the announced deadlines. After the implementation period ends, a “Project Implementation Effectiveness Report” shall be submitted by the announced deadline, and the recipient shall cooperate with the Office in holding one project results presentation workshop for reference, observation, and sharing among faculty members of the University or other institutions.

VII. If an approved subsidized project cannot be implemented or completed for any reason, the faculty member shall complete a Consent Form for Waiver of Project Implementation, after which the subsidy shall be revoked and any subsidy funds already received shall be returned.

VIII. A subsidized faculty member shall provide the Office with a complete set of development files for retention. If teaching materials are produced, the intellectual property rights shall belong to the faculty member who produced them, and the faculty member shall provide the materials to the Office for use free of charge.

IX. To respect intellectual property rights, the subsidized results shall not involve plagiarism, unauthorized adaptation, or any other infringement of another person’s copyright. Where a violation of the Copyright Act has been finally sanctioned by the competent authority, the Office may revoke the recipient’s eligibility for the subsidy and recover the subsidy funds.

X. The Project shall be promulgated and implemented upon approval by the Office Affairs Meeting of the Office of Digital Education. The same procedure shall apply to amendments.