Chung Yuan Christian University Regulations for the Implementation of Distance Learning

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Article 1 To promote a digital learning environment and provide students with diverse cultural learning channels, Chung Yuan Christian University (hereinafter referred to as "the University") hereby establishes the "Chung Yuan Christian University Regulations for the Implementation of Distance Learning" (hereinafter referred to as "the Regulations") in accordance with the Ministry of Education's "Implementation Regulations Governing Provision of Distance Education by Junior Colleges and Institutions of Higher Education."

Article 2 "Distance learning" as used in these Regulations means instruction conducted interactively between instructors and students through transmission media such as communication networks, computer networks, and video channels.

A "distance learning course" as used in these Regulations means a course in which at least one-half of the instructional hours for the subject are delivered through distance learning.

The instructional hours of a distance learning course referred to in the preceding Paragraph include course lectures, instructor-student interactive discussions, tests, and other learning activities.

Article 3 The offering and review of distance learning courses shall be administered by the Office of Digital Education and shall be conducted through the Chung Yuan i-learning Platform, which provides functions for distance learning systems, instructional implementation, and teaching material production.

A department may, as needed for a distance learning course, appoint a teaching assistant to assist with instruction or provide support for teaching material production.

Article 4 The review procedures for offering a distance learning course at the University are as follows:

1. For a course being offered for the first time, or a course not being offered for the first time but whose instructional plan has undergone a material change, the instructor shall submit a "Distance Learning Course Plan Outline." The course may be implemented after the outline has been reviewed and approved by the curriculum committees at the offering department, college, and University levels and by the Academic Affairs Meeting.
2. For a course not being offered for the first time and whose instructional plan has not undergone a material change, the instructor shall submit the "Distance Learning Course Plan Outline" previously approved by the Academic Affairs Meeting, the "Distance Learning Course Plan Outline" for the current offering, and a "Statement of No Material Change to the Distance Learning Course Plan." The course may be implemented after approval by the curriculum committee of the course-offering unit.

A Distance Learning Course Plan Outline referred to in the preceding Paragraph shall specify the instructional objectives, intended students, course outline, mode of instruction, instructor-student interactive discussions, grading and assessment methods, and class-related notes, and shall be posted online for public inquiry. For instruction delivered through a computer network, the functions of the Chung Yuan i-learning Platform shall be incorporated into the instructional plan.

Each course-offering unit shall accurately account for the total number of credits of distance learning courses offered during the entire academic year. The total shall not exceed one-third of the graduation credits required for the relevant academic program. If the total must exceed one-third but remain below one-half, the courses may be offered only after the University has reported the matter to the Ministry of Education in the preceding academic year and obtained approval.

Article 5 The production of teaching materials for distance learning shall comply with applicable intellectual property regulations.

The teaching effectiveness of distance learning courses—including course content outlines, teaching materials, instructor-student interactions, assessments, complete student attendance records, assignments, and reports—shall be evaluated in accordance with the University's distance learning self-evaluation mechanisms. Evaluation reports shall be retained for at least five years as a basis for subsequent grade inquiries, teaching evaluations, or on-site reviews.

Article 6 Credits earned by a student from distance learning courses shall be included in the calculation of the student's semester credit load. Credits shall be awarded for passing grades and included in the calculation of total graduation credits.

For purposes of obtaining a degree, the number of distance learning credits completed by a student shall not exceed one-half of the total graduation credits required.

Article 7 The University may establish a digital learning degree program only after applying to and obtaining review and approval from the Ministry of Education in accordance with the applicable Ministry regulations governing application review and digital learning course certification. The calculation of total graduation credits for such a program shall not be subject to the restriction on distance learning credits set forth in the preceding Article.

A diploma issued for a digital learning degree program shall indicate that the mode of instruction was distance learning.

Article 8 A distance learning course offered in cooperation with a foreign institution shall be limited to an institution included in the Ministry of Education's reference list of foreign institutions, or an institution recognized by the competent government authority for schools in the relevant country or by an educational professional accreditation body recognized by that authority.

Article 9 Any matter not provided for in these Regulations shall be handled in accordance with the Ministry of Education's "Implementation Regulations Governing Provision of Distance Education by Junior Colleges and Institutions of Higher Education," the University's Academic Regulations, and other applicable University regulations.

Article 10 These Regulations shall be implemented following approval by the Administrative Meeting and promulgation by the President. The same procedure shall apply to amendments.