

# **Digital Education Development Office of Chung Yuan Christian University's Digital Teaching Innovation and Application Grant Project**

August 29, 2022, Approved at the 111-1-1rd College Administrative

Meeting of the International Cloud Academy

July 4, 2023, Amended via official letter with original institute reference No. 1120002325

March 26, 2024, Amended at the 111-1-1st Affairs Meeting of the Digital Education Development Office

Article 1. Chung Yuan Christian University (hereinafter referred to as CYCU) has established this project to encourage faculty in developing innovative digital course integration and the application of technology in teaching, with the aim of enhancing teaching effectiveness and promoting learning outcomes..

Article 2. Eligibility: All full-time faculty members of CYCU may apply individually or as a team. As a general rule, only one application per project will be subsidized each semester. Faculty members may also collaborate across departments to develop digital courses (e.g., Professor A implements digital teaching + Professor B assists with learning process analysis).

Article 3. Subsidy Items: Development of innovative applications for digital courses such as distance learning, flipped classrooms, and MOOCs, including the following four items:

(1) Learning Outcome Evaluation: Development of learning outcome analysis or evaluation methods in conjunction with digital courses, including learning alerts, analysis of learning weaknesses, etc., and using these methods as teaching feedback for adjusting instructional approaches. The subsidy ceiling is NT\$30,000.

(2) Digital Learning Assessment: Development of a teaching assessment mechanism for digital learning, including the creation of measurable items and content to objectively reflect the effectiveness of online teaching. The subsidy ceiling is NT\$30,000.

(3) Integration of Technology in Digital Teaching: Utilizing new teaching models, such as technological equipment and smart mobile devices, to increase interaction between teachers and students, and enhance the

adaptability of distance learning. Alternatively, developing applications for digital courses using technologies like AR/VR/MR and AI to assist in student learning. The subsidy ceiling is NT\$100,000.

- (4) Integration of Open Educational Resources in Digital Courses: Designing teaching materials and producing practical teaching case studies using non-Chinese open educational resources from abroad. The subsidy ceiling is NT\$20,000.

Article 4. Subsidy Funding and Reimbursement: The funding required for this policy will be covered by relevant programs under the Ministry of Education, and will be adjusted flexibly according to the budget for the fiscal year. The items include:

- (1) Business Expenses: Items with a unit price not exceeding NT\$2,999, including stationery, computer peripherals, and materials related to the project. The purchase of books or gifts for students is not allowed.
- (2) Student Award and Subsidy Expenses:
  - I. Research Assistants: Only graduate students may be hired, with reimbursement processed on a monthly basis. Reimbursement must be accompanied by the Chung Yuan Christian University Research Program's Research Award Agreement and the individual's receipt.
  - II. Competition Award and Subsidy Expenses: The principle is to reward students, including both internal and external competitions. Reimbursement must be accompanied by the award recommendation form and the individual's receipt.
- (3) Teaching Assistant Expenses: Hired at the prescribed hourly rate, for those working less than 30 hours per month, daily insurance assistance must be provided. (This expense is subject to the overall budget limit set by the funding unit, and any excess will be adjusted through further coordination.)
- (4) Applications related to the planning of student awards and subsidies will be given priority for funding.
- (5) Faculty who develop courses under the Ministry of Education's digital program and produce actual case studies or reports during the current term will be eligible for an additional reward of up to NT\$5,000. (This funding will be provided under the digital program's budget.)
- (6) Faculty who promote MOOCs courses from CYCU or alliance

partner institutions to overseas sister schools and integrate them into the school's diverse teaching applications will be eligible for a subsidy of NT\$5,000 for course planning. (This funding will be provided under the digital program's budget.)

- Article 5. Approval of Subsidy: The Digital Education Development Office will review the subsidy cases and amounts based on the annual budget, and then approve and announce the final subsidy allocations.
- Article 6. Application and Project Completion Timeline: Applications and expense reimbursements must be submitted within the announced deadline. A 'Project Implementation Effectiveness Report' must be submitted within 3 weeks after the subsidized semester ends. Additionally, the recipient must cooperate with the funding unit to organize one outcomes presentation workshop for the sharing and observation of faculty members from CYCU or partner institutions.
- Article 7. If an approved subsidy project cannot be executed or completed for any reason, the faculty member must submit a waiver of execution agreement. The subsidy will then be revoked, and any funds already disbursed must be returned.
- Article 8. Faculty members who receive the subsidy must provide a complete development file to CYCU for record-keeping. If any teaching materials are produced, the intellectual property rights belong to the faculty member who created them, but they must be provided to the division for use without compensation.
- Article 9. In order to respect intellectual property rights, the outcomes of subsidized projects must not involve plagiarism, modification, or any other infringement of others' copyrights. If a violation of copyright law is confirmed and penalized by the relevant authorities, CYCU reserves the right to cancel the recipient's subsidy eligibility and recover any disbursed funds.
- Article 10. This project is implemented following approval and announcement by the Digital Education Office Affairs Meeting. The same procedure applies to any amendments.