

National Kaohsiung University of Hospitality and Tourism

All-English Lecturing Measures

Amended and approved by academic affairs meeting on May 28, 2015

Article 1

The university has expressly formulated the measures to excel globalized education, excel the students' English proficiency and culminating their global perspective, and to encourage the instructors to open the curriculums by means of all-English teaching.

Article 2

The measures' applicable subjects pertain to curriculums taught at various course-opening departments/institutes' degree module centers (excluding the promotional education classes and working master program), and of full-English lecturing curriculums surpassing the review of various levels' curriculum committees. However, the measures do not apply to lecturing instructors for the language curriculums opened at various sections, departments, degree modules, institutes, centers, individual guidance curriculums (including the research guidance, topical production ... and the like) and those with English as their mother tongue.

Article 3

The measures refer to as the "full-English lecturing" pertains to the university instructors (including full-time, adjunct) have opened of curriculums contents that are lectured and taught by means of English teaching throughout the entire process, where the method includes adopting the English teaching material, lecturing, discussion and various stages' performance evaluation are all done by means of English; however, it may not adopt the means of having the entire curriculum executed by student reports.

Article 4

Instructors adopting the full-English lecturing shall enter the full-English lecturing application, complete with attach the full-English curriculum description list to apply with the department/institute opening the curriculum, and upon surpassing the review by various sectional/departmental/degree modular/center curriculum committees, and at course opening process, the first semester is set for prior to the end of May, and the second semester is set for prior to the end of November, to forward relevant data to the academic affairs office pending verification.

Article 5

Curriculums offered in full-English lecture shall note down in the course-opening data as "full-English lecturing", as reference to students in course selection, and the lecturing instructor needs to, prior students' curriculum selection, supply the teaching syllabus in Mandarin and English editions and offer recommendation to the matriculating students through general announcement.

Article 6

Various sections, departments, institutes and degree modules (except the international module) designated the full-English curriculums is capped to the most of two curriculums per school year, and except the minimum course-opening student count needs to comply with stipulations set

forth under school curriculum selection measures, the lecturing instructor shall lecture the course per the method specified under the measures, and various sections/departments/degree modules may not concurrently group and set up the Mandarin and English classes for lecturing the course.

Article 7 The full-English lecturing's curriculum hourly fee incentives are as follows:

- I. Of those reaching the various curricular systems' class opening student count standards, said curriculum's lecturing hours may be calculated at twice, and of those reaching 40 students, said curriculum's lecturing hours may be calculated at 2.5 times.
- II. Upon adding the hourly count per the preceding paragraph, said course's initial lecturing hours are classified into the fulltime instructor's basic hours or overtime hours.
- III. The calculation formula for the curriculum incentive hourly fee is as follows:
Incentive hourly fee = (course hours multiplier calculation – initial course hour) × lecture week count × lecturing instructor's job class.
- IV. Per par III of the full-English course incentive hoarsely fee, each course's subsidy is limited to at most 4 hours.
- V. If a full-English curriculum is jointly lectured by two instructors or more, the remuneration is dispensed by the actual lecturing hours in percentage.
- VI. If a full-English curriculum is conducted by one Mandarin lecture supplanted by one English translation, the remuneration is dispensed per the course hours, and no separately subsidy reward will be made.

Article 8

Various course-opening units shall follow the students' evaluation results to routinely review and evaluate the reviews on full-English lecturing curriculums at various sections/departments/degree modules, and shall also within 2 weeks upon concluding the curriculum, submit the full-English curriculum briefing file, as references in promoting the full-English lecturing curriculum planning, review and improvement.

Article 9

Various curriculums' relevant administrative review procedures are to be processed per school curriculum review operating guideline.

Article 10

The measures are implemented upon surpassing the academic affairs meeting's review, and declaring with the director for approval, and the same also applies to all subsequent amendments.