**高雄醫學大學****開設跨領域共授課程實施要點**

**Kaohsiung Medical University**

**Directives Governing the Implementation of Offering Interdisciplinary Co-Teaching Courses**

108.07.17 107學年度第6次教務會議通過

 July 17, 2019 Passed by the 6th Academic Affairs Meeting of the Academic Year 2018

108.09.04 高醫教字第1081103035號函公布

September 04, 2019 Promulgated via the KMU official letter Chiao Tzu No. 1081103035

112.02.10 111學年度第2次教務會議通過

February 10, 2023 Passed by the 2nd the Academic Affairs Meeting of the Academic Year 2022

112.02.25 高醫教字第1121100625號函公布

February 25, 2023 Promulgated via the KMU official letter Chiao Tzu No. 1121100625

112.07.26 111學年度第4次教務會議通過

July 26, 2023 Passed by the 4th the Academic Affairs Meeting of the Academic Year 2022

112.09.28 112學年度第2次行政會議通過

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112.10.16 高醫教字第1121103367號函公布

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1. 為提升教學品質，推動跨領域之教學創新，鼓勵多位教師共同開授跨領域及創新整合式課程(以下簡稱共授課程)，特訂定本要點。

Article 1 Kaohsiung Medical University (KMU or “the University”) formulates the KMU Directives Governing the Implementation of Offering Interdisciplinary Co-Teaching Courses (“the Directives”) to enhance teaching quality, promote instructional innovation in interdisciplinary courses, and encourage multiple instructors to collaboratively offer and teach interdisciplinary and innovative integrated courses (“co-teaching courses”).

1. 本要點所稱共授課程，係指本校跨系所、中心或跨院不同領域之教師合作，設計具跨領域整合性與創新內容，並同一時間內由多位教師共同出席授課之課程。

Article 2 The term “co-teaching courses” used in the Directives refers to innovative interdisciplinary and integrated courses designed by instructors from different disciplines across various departments, graduate institutes, centers, or colleges within the University and taught collaboratively by multiple instructors who attend simultaneously.

共授方式可分為部分時間共授及全時共授。惟部分共授課程試行至一百一十三學年度，屆期重新檢討。

The co-teaching methods include both part-time and full-time co-teaching. However, the trial of part-time co-teaching will continue until the academic year 2024, after which the University will re-evaluate the practice.

1. 共授課程之所有授課教師，須於共授當週全程出席參與教學或實作，並依每週實際出席上課時數計入教師每週授課時數。

Article 3 All instructors of a co-teaching course shall participate in the entire teaching or practical sessions during the week designated for co-teaching. The actual number of course hours attended shall be counted toward the instructors’ weekly teaching hours.

共授教師如為二人，每門課程授課時數總數至多以該課程學分數二倍為上限。

If there are two instructors for a co-teaching course, the total number of teaching hours for each course shall not exceed twice the number of credits assigned for the course.
共授教師達三人以上，每門課程授課時數總數至多以該課程學分數三倍為上限。

If there are three instructors or above for a co-teaching course, the total number of teaching hours for each course shall not exceed three times the number of credits assigned for the course.
共授課程教師每周授課時數，不得再依本校教師基本授課時數核計辦法第四條第一項第一至第二款規定加乘計算。

The weekly teaching hours of instructors for a co-teaching course shall not be subject to multiplication calculation as outlined in Subparagraphs 1 and 2 of Paragraph 1 of Article 4 of the KMU Regulations for Calculating Basic Teaching Hours for Instructors.

1. 授課教師應提具計畫書，於開課前一學期，經主授教師所屬之系所、院課程委員會審議，並經校課程委員會審議通過後，始得開課。

Article 4 Instructors shall submit a teaching plan for review by both the department/graduate institute and the college curriculum committees of the primary instructor in the semester prior to the course starts. The plan shall then be reviewed and approved by the University Curriculum Committee before the course can be offered.

新開課程須依據本校課程開設辦法第四條第一項第三款規定辦理。

The offering of new courses shall be conducted in accordance with the KMU Course Offering Regulations.

1. 計畫書內容應載明下列事項：

Article 5 The teaching plan shall specify the following items:

1. 課程資訊。
2. Course information.
3. 跨領域及創新整合之描述。
4. Descriptions regarding the interdisciplinary and innovative integrated nature of the course.
5. 課程預期效益。
6. Expected benefits of the course.
7. 其他。
8. Others
9. 共授課程應指定一位主授教師，負責統整相關教學與學生成績等事項。有關成績評量方式及繳交成績事宜，悉依本校相關規定辦理。

Article 6 Each co-teaching course shall have a primary instructor responsible for coordinating teaching affairs and managing student grades. Grade evaluation and submission shall be conducted in accordance with relevant regulations of the University.

1. 經審議通過之共授課程試行期間得依教務處公告時程提出補助申請。

Article 7 During the trial period of an approved co-teaching course, an application for subsidies shall be submitted in accordance with the timeframe announced by the Office of Academic Affairs.

1. 主授教師應為本校專任教師。
2. The primary instructor shall be a full-time teacher at the University.
3. 每學期每門課程補助至多二萬元，每學期每位教師以獎勵一門課程為限。獲補助之課程，如未能如期開課，僅撥付百分之四十之補助經費。
4. The subsidy per course per semester is up to NT$20,000, and each instructor is limited to receiving a subsidy for only one course per semester. If a subsidized course does not start as scheduled, only 40% of the subsidy will be allocated.

由副教務長擔任召集人，邀請相關領域之學者專家或行政主管三至五人組成審查小組，並於審查後公告核定結果。

The Deputy Vice President for Academic Affairs will serve as the convener and invite 3 to 5 scholarly experts or administrative directors in relevant fields to form a review panel. The review panel will announce the approval results after their review.

1. 受補助課程應於課程結束後二周內提交成果報告送交教務處存查，並配合教務處辦理之教學相關研習經驗分享，未依規定繳交成果報告者，須補交後始得提出次一學期補助申請。

Article 8 Instructors of a subsidized course shall submit a result report to the Office of Academic Affairs for future reference within 2 weeks after the course ends. They shall also participate in teaching workshops organized by the Office of Academic Affairs to share their experiences. Failure to submit the result report as required will result in the need to submit it before they may apply for subsidies for the following semester.

1. 補助經費由教育部高等教育深耕計畫經費支應，補助項目以業務費為限，且須符合「教育部補(捐)助及委辦經費編列基準表」及校內相關規定辦理。

Article 9 The subsidies are financed by the Higher Education Sprout Project of the Ministry of Education (MOE). The subsidized items are limited to general operating expenses and shall be conducted in accordance with the MOE Subsidy (Donation) and Commissioned Funds Budgeting Criteria Table and relevant regulations of the University.

1. 本要點經教務會議、行政會議審議通過後，自公布日起實施，修正時亦同。

Article 10 The Regulations shall be passed by the Academic Affairs Meeting and the Administrative Meeting and then implemented on the date of promulgation and shall apply to subsequent amendments.