

National Chung Hsing University Faculty Development Community

Grants

Revised on 2025.03.24

1. Grant Objectives

The Development of Teaching and Learning Center has established this grant to enhance interdisciplinary faculty collaboration, facilitate interdisciplinary teaching collaboration and integration of interdisciplinary elements into courses. This initiative encourages faculty members to voluntarily form communities aimed at developing interdisciplinary teaching methodologies and assessment tools.

2. Grant Content

- (1) The faculty communities primarily focus on sharing teaching experiences and improving pedagogical expertise. Activities may include curriculum development, instructional practice discussions, and teaching observations
- (2) . Subsidy Classification:

Type/Regulations	A: Interdisciplinary Exchange	B: Interdisciplinary Course Co-Preparation	C: Theme-based
Objective	Facilitate faculty collaboration across departments to share teaching experiences, methodologies, instructional tools, and materials, thereby enhancing teaching expertise.	Discuss and develop interdisciplinary teaching methods and assessment tools for undergraduate programs . Interdisciplinary course content should align with one of the following formats: (1) Collaboration between faculty members from different colleges or departments: where the leading instructor co-teach with staff from other departments for designated sessions and jointly design interdisciplinary activities.	Integrate faculty efforts to carry out tasks related to teaching, such as (i) applying for or executing interdisciplinary projects, (ii) preparing for co-teaching initiatives, and (iii) discussions related to college-wide or institution-wide courses. (Routine meetings and administrative work are not eligible.)

Type/Regulations	A: Interdisciplinary Exchange	B: Interdisciplinary Course Co-Preparation	C: Theme-based
		(2) Co-teaching by two instructors according to corresponding regulations.	
Members	At least four members, with more than half from different departments or universities.	At least two full-time faculty members from different colleges or departments (excluding closely related units such as a department and its affiliated graduate institute).	At least four members, all of whom must be faculty members (full-time or adjunct) at the university.
Convener	University full-time faculty		University full-time or adjunct faculty
Attendance Requirements in meetings	At least three community members, including cross-departmental members	All members should be present	At least 3/4 of total community members
Obligations	1. Each meeting must be documented with an activity report and an attendance record. 2. Final reports must be completed.	1. Each meeting must be documented with an activity report and an attendance record. 2. Apply for an interdisciplinary learning grant by 2026 and offer the proposed course. If the course is not launched, a detailed course plan and justification must be submitted. 3. Final reports must be completed.	1. Each meeting must be documented with an activity report and an attendance record. 2. Final reports must be completed.

3. Grant Application



- (1) **Application Method:** The convener should download and submit the application form via the [Teaching Plan Application System](#). (Members who are faculty of NCHU should register in the CDTL system)
- (2) **Application Deadline:** Applications are reviewed on a rolling basis until August 31, 2025, or until funds are exhausted.
- (3) **Operating Period:** Community activities run from the approval date until December 31, 2025. Expense reimbursement follows the office of accounting regulations.

4. Funding and Financial Regulations

- (1) Funding subsidies are based on the number of meetings (multiple meetings in one day count as one):

Number of Meetings	Number of Meetings
4	Up to NT\$25,000
5	Up to NT\$30,000
6	Up to NT\$35,000
An additional NT\$3,000 subsidy for Type A projects if at least one community member is a high school teacher, who must participate in at least two activities.	

- (2) Funding primarily covers community activities. Equipment purchases are permissible if essential for the project, but previously acquired equipment within its service life will not be funded.
- (3) Financial allocations must comply with the "The Principles of Budgeting for the Higher Education Sprout Project," Ministry of Education regulations, and the office of accounting regulations.
- (4) Due to year-end accounting procedures, operational expenses (excluding student assistant wages and lecturer fees) and equipment purchases must be fully reimbursed by October 31, 2025. Student assistant wages and lecturer fees must be reimbursed by December 25, 2025. Unused funds will be reclaimed by the Office of Academic Affairs.
- (5) To comply with year-end accounting procedures:
 - A. Operating expenses (except student worker wages and lecturer fees) and equipment expenses must be fully reimbursed by October 31, 2025
 - B. Student worker wages and lecturer fees must be fully reimbursed by December 25, 2025
 - C. Unspent funds will be reclaimed if not reimbursed by the deadline

5. Evaluation and Review Criteria



- (1) Grant Review: Conducted by the Center Director, with subsidy amounts determined by the proposed activity type and frequency. Results will be confirmed in the Academic Affairs Office meeting and notified via email.
- (2) Final Assessment :
 - A. By January 31, 2026, communities must submit a final report via the teaching grant application system.
 - B. A grant outcome video must be recorded and presented on the [Xing Xue Tang](#).
- (3) Participants should join the university's higher education project showcase, site visits and ministerial evaluations, and/or provide progress reports at the office's notice.
- (4) The Center will track the achievement of proposal objectives.
- (5) The project convener must participate in the final sharing session, with materials made available online for educational development purposes.
- (6) The Office of Academic Affairs may conduct class observations, surveys, and provide instructional recommendations during implementation.
- (7) The completion status of reports, videos, and participation in dissemination activities will influence future grant applications.

Contact Information

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