

# NCHU BERC Outstanding Bilingual Teaching Assistant Award

## 【Article 1】 Purpose

To improve the quality of teaching experience in EMI classroom, the "*NCHU BERC Outstanding Bilingual Teaching Assistant Award*" (hereinafter referred to as "*the Award*") is formulated by the Bilingual Education Resource Center (hereinafter referred to as "*BERC*"). The Award also aims to recognize the bilingual teaching assistants for their outstanding performance in instruction and exceptional teaching assistantship contributions to enhance the teaching effectiveness in EMI (English as Medium of Instruction) and ESAP (English for Specific Academic Purposes) classrooms.

## 【Article 2】 Content

1. Bilingual TAs referred in this project are teaching assistants for EMI or ESAP courses offered by the university, colleges, and departments. Additionally, it's essential to follow "NCHU Guidelines for Recruitment and Selection Labor-based Teaching Assistants" for hiring the teaching assistants. Eligible candidates must serve as bilingual TAs for at least one semester.
2. The selection of outstanding bilingual TAs is conducted by the "Excellent Bilingual Teaching Assistant Selection Committee" (hereinafter referred to as "the Committee") which convened by the Center. The Committee consists of 7 members, with the Director of the Bilingual Education Resource Center as the convener and committee chair, and other representatives including instructors who have received excellent teaching awards, instructors with prior EMI/ESAP teaching experience, and outstanding teaching assistants. The meeting shall commence only when more than half of its members are present. Based on the principle of avoidance of conflict of interest, the members cannot evaluate the documents if they have taught an EMI or ESAP course for which a bilingual TA has submitted the Project.
3. Application Procedure: Conducted once per semester, the official application period is subject to the announcement of each semester, and qualified bilingual TAs should submit their supporting documents to the Center by the application deadline.
4. Review Rules: Applicants are required to provide supporting documents of their bilingual teaching assistantship in the previous semester for review.
  - (1) The number of students enrolled in the course must meet the class formation standard.
  - (2) Student satisfaction surveys for applicants(bilingual TAs) which including feedback and response rate .
  - (3) Applicants (bilingual TAs) shall provide a description of their outstanding achievements or teaching assistance methods during their tenure as bilingual TAs (in both Chinese and English). This description requires approval and signature from the course instructor.
  - (4) Evaluation of applicants (bilingual TAs) by the teaching faculty and their recommendations.
  - (5) Applicants (bilingual TAs) should participate in at least three bilingual center-organized or recognized teaching assistant training activities.

5. Review result: The selected bilingual TAs are notified via email and announced on the Center's website.
  - (1) Outstanding Bilingual TA: Up to one candidate, awarded with a certificate and a maximum reward of NT\$12,000.
  - (2) Excellent Bilingual TAs: Up to two candidates, each awarded with a certificate and a maximum reward of NT\$8,000.

(Remark: The funding for the rewards comes from “the Program on Bilingual Education for Students in College”. And the project is a selection-based reward system. If there are no suitable candidates through the review, the award may be left vacant.)
6. If the awarded bilingual TAs have already received similar awards from other units of the university (such as Excellent Teaching Assistant from the Tch/Lrn Dev Center), the reward will be granted to the recipient's choice, without duplication, but a certificate of recognition will be presented for encouragement.
7. Awarded bilingual TAs are required to participate in at least one relevant activity organized by the Center or EMI Teaching Resource Center, such as forums or presentations of exchanging achievements (the time will be announced separately), to promote the university's excellent bilingual TA system for English-language courses.

### **【Article 3】**

This reward implementation project is implemented after approval, and revisions will be made accordingly.