

## Teaching Resource Production and Teaching Improvement Subsidy Regulation in CYCU

August 09, 2012	Approval at the 900 <sup>th</sup> Executive Meeting
February 05, 2015	Amended by the 928 <sup>th</sup> Executive Meeting
March 03, 2016	Amended by the 940 <sup>th</sup> Executive Meeting
May 04, 2017	Amended by the 952 <sup>th</sup> Executive Meeting
June 04, 2020	Amended by the 981 <sup>th</sup> Executive Meeting
June 03, 2021	Amended by the 991 <sup>th</sup> Executive Meeting
November 04, 2021	Amended by the 995 <sup>th</sup> Executive Meeting
June 05, 2025	Amended by the 1034 <sup>th</sup> Executive Meeting

Article 1 To encourage faculty members of Chung Yuan Christian University (hereinafter referred to as “the University”) to actively engage in the enhancement and innovation of teaching materials and methods, peer learning, and teaching research—thereby improving teaching effectiveness and elevating the quality of instruction—the “Teaching Resource Production and Teaching Improvement Subsidy Regulation in CYCU” (hereinafter referred to as “these Regulations”) are hereby established.

Article 2 All full-time faculty members of the University may apply for subsidies either individually or as a team. In principle, each individual or team may receive funding for one project per semester; invited projects are not subject to this limitation.  
A team must consist of three or more faculty members and be led by one designated convener. The convener is responsible for project planning and compiling the final outcomes. Each faculty member may serve as the convener for only one team project and may not hold the position of convener for multiple projects simultaneously.

Article 3 The implementation and oversight of these Regulations are coordinated by the Office of Academic Affairs. The subsidized project categories and their respective responsible units are as follows. Each responsible unit shall establish and carry out procedures for application, budget reimbursement, and project closure:

1. Instructional Enhancement Projects: Office of Academic Affairs
2. Digital Teaching Projects: Office of Digital Education Development
3. Service-Learning Projects: Office of Student Affairs
4. Career Development Projects: Office of Career Development

Article 4 Subsidy applications under these Regulations are processed once each semester. Applicants, whether individual faculty members or team conveners, must complete the application within the announced application period by submitting the application form, project proposal, and all other required documents.

Article 5 The number of approved cases is based on the annual budget. The subsidy items and amounts are considered. Projects receiving subsidies shall revise their budgets by themselves according to the amount approved by the announcement.

Article 6 The school may retain the copyright property rights of the digital teaching materials completed under the subsidy; other subsidized results may be used by the school free of charge after negotiating with teachers. If the subsidized results violate the Copyright Law and are punished by the relevant agencies, the school may cancel the subsidy qualification and recover the subsidy.

Article 7 Teachers who receive subsidies in accordance with these regulations shall abide by the following provisions:

1. Expenses should be settled within the specified period. After the implementation period ends, the results report shall be submitted by the deadline according to the announcement.
2. If the approved subsidy case can not be implemented or completed for some reasons, it is necessary to fill in the waiver of implementation agreement, cancel the subsidy and return the subsidy that has been received.
3. On the subsidized production results or publications, it should be clearly marked "This achievement has been subsidized by the CYCU." Those applying teachers who violate any of the preceding paragraphs shall not apply this subsidy again within three years.

Article 8 The regulation has been approval at the Executive meeting and will be reported and be announced by the president in CYCU, and any amendments thereto.