

文藻外語大學遴聘業界專家協同教學實施要點

Guidelines for the Recruitment and Implementation of Industry Expert Co-Teaching of Wenzao Ursuline University of Languages

中華民國99年3月23日教務會議通過
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中華民國104年10月6日教務會議通過
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中華民國104年10月30日校長核定
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中華民國108年10月8日教務會議通過
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中華民國108年11月4日校長核定
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中華民國110年10月12日教務會議修訂
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中華民國110年11月15日校長核定
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中華民國111年10月11日教務會議修訂
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中華民國114年10月14日教務會議修訂
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- 一、文藻外語大學(以下簡稱本校)為引進業界師資參與教學並豐富教學內容，以提升學生就業力，特依據「專科以上學校遴聘業界專家協同教學實施辦法」(以下簡稱教育部要點)作業規範，訂定「文藻外語大學業界專家協同教學實施要點」(以下簡稱本要點)。

Article I. *Guidelines for the Recruitment and Implementation of Industry Expert Co-Teaching of Wenzao Ursuline University of Languages* (hereinafter referred to as “the “Guidelines”) are enacted to enrich the content of instruction, through the participation of industry professionals, and shall serve as a reference for advancing teaching quality in accordance with the relevant regulations promulgated by the Ministry of Education (MOE).

- 二、本要點所稱之協同教學，係指本校教師所任課之部分內容引進具專業實務經驗之業界人士參與共同教學，該等業界人士稱為業界專家(以下簡稱業師)。

Article II. For the purposes of these Guidelines, “co-teaching” shall refer to the participation of industry professionals possessing practical expertise in certain portions of courses taught by the

University's faculty members. Such industry professionals shall be exclusively drawn from the industry and shall hereinafter be referred to as "industry experts".

- 三、參與協同教學之業師，應以業界中具豐富實務經驗之人士為對象；其聘任資格依照教育部要點規定認定。

Article III. Industry experts participating in co-teaching shall be individuals with substantial practical experience in the industry. Their qualifications for appointment shall be determined in accordance with the provisions set forth in the relevant Ministry of Education (MOE) regulations.

- 四、業師之聘期配合學期制，採一學期一聘。業師不計入本校師資員額，本校亦不代為申辦教師證書。

Article IV. The term of appointment for industry experts shall align with the academic semester system, with appointments made on a semester-by-semester basis. Industry experts shall not be counted toward the University's faculty quota, nor shall the University apply for teaching certification on their behalf.

- 五、業界專家聘任後，有下列各款情形之一者，應經學校確認，予以解聘：

Article V. Upon appointment, industry experts shall be dismissed upon confirmation by the school if any of the following circumstances arise:

- (一) 協同教學不力或不能勝任工作有具體事實。

(1) There are concrete facts indicating that the industry expert is ineffective in co-teaching or incapable of performing the assigned duties.

- (二) 違反聘約情節重大。

(2) The industry expert has committed a serious breach of the appointment agreement.

- 六、同一門課不限由一位業師協同授課。

Article VI. The same course may be co-taught by multiple industry experts.

- 七、原排定授課之教師，應協助業師完成相關教學準備工作，並於業師參與教學時，共同參與或引導教學活動進行；業師與教師進行協同教學授課，需有相對應實務性教材(具)之產出。

Article VII. The originally assigned course instructor shall assist the industry expert in completing the necessary teaching preparations and shall participate in or guide teaching activities when the industry expert is involved in instruction. When industry mentors and instructors conduct collaborative teaching, corresponding practical teaching materials must be produced.

- 八、原排定授課之教師，其授課時數及鐘點費計算等，仍依本校原訂課程核計。業師之鐘點費支付標準，依教育部要點辦理。

Article VIII. The teaching hours and remuneration of the originally assigned course instructor shall continue to be calculated in accordance with the University's existing course regulations. The payment standard for the industry expert shall be handled in accordance with the MOE Regulations.

- 九、各教學單位於實施協同教學前，應填具《協同教學業師履歷表、授課大綱》，經單位一、二級主管審核後，作為活動計畫表附件資料，並於課程結束後將《遴聘業師滿意度調查問卷分數表》、授課講義1份與授課照片4張作為活動成效表附件。

Article IX. Prior to implementing any co-teaching activities, each instructional unit shall complete the *Profile of Industry Specialist for Industry Collaborative Teaching* and the *Course Outline for Industry Collaborative Teaching Course*. These documents must be reviewed and approved by unit's first- and second-level supervisors and submitted as attachments to the Activity Plan. Upon completion of the course, the instructional unit shall submit the *Satisfaction Survey Regarding the Industry Specialist*, one copy of the lecture notes, and four photographs of the teaching session as required attachments to the Activity Outcome Report.

- 十、業師之課程評量，另訂「文藻外語大學業界專家協同教學課程評量實施要點」辦理。

Article X. The evaluation of the course taught by the industry expert shall be conducted in accordance with the *Implementation Guidelines for Curriculum Evaluation of Co-Teaching of Wenzao Ursuline University of Languages*.

- 十一、本要點經教務會議通過，陳校長核定後公告實施，修正時亦同。

Article XI. These Regulations shall take effect upon approval by the Academic Affairs Committee, and ratification and promulgation by the President. Any subsequent amendments must follow the same procedure.