

# 臺北醫學大學教師授課鐘點核計辦法

## Taipei Medical University Regulations Governing the Calculation of Faculty Member Teaching Hours

86年07月14日行政會議新訂通過  
Approved by the Administration Committee Meeting on July 14th, 1997  
90年11月14日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on November 14th, 2001  
93年03月24日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on March 24th, 2004  
93年07月13日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on July 13th, 2004  
94年01月19日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on January 19th, 2005  
95年01月11日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on January 11th, 2006  
95年10月11日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on October 11th, 2006  
96年09月19日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on September 19th, 2007  
97年06月18日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on June 18th, 2008  
98年06月10日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on June 10th, 2009  
100年03月16日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on March 16th, 2011  
101年02月15日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on February 15th, 2012  
101年07月12日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on July 12th, 2012  
102年10月16日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on October 16th, 2013  
103年10月15日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on October 15th, 2014  
104年10月07日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on October 7th, 2015  
105年10月05日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on October 5th, 2016  
106年10月11日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on October 11th, 2017  
109年07月02日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on July 2nd, 2020  
110年07月01日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on July 1st, 2021  
112年07月06日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on July 6th, 2023  
113年04月03日行政會議修正通過  
Amended and approved by the Administration Committee Meeting on April 3rd, 2024  
113年04月18日北醫校秘字第1130006517號令修正，全文15條  
Amended by document No. 1130006517 *TMU Xiao Jiao Tze* on April 3rd, 2024 for 15 articles in total

### 第一條 (目的)

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

本校為統一規範授課教師之授課鐘點計算標準，特訂定「臺北醫學大學教師授課鐘點核計辦法」（以下簡稱本辦法）。

Article 1 (Purpose)

To regulate the standards for the calculation of faculty members' teaching hours, the University formulates the *Taipei Medical University Regulations Governing the Calculation of Faculty Member Teaching Hours* (hereinafter referred to as the "Regulations").

第二條 (計算依據)

本辦法所稱授課鐘點係指得計學分，得計學分之計算係以各主授教師及開課單位主管於教務系統確認後之授課進度表為準。如有修正，需由主授教師及開課單位主管簽核後送教務處更正。

Article 2 (Basis for Calculation)

The teaching hours as referred to herein shall be defined as the number of credits a faculty member can earn by teaching a course (hereinafter referred to as "credits-to-be-earned"), which shall be calculated based on the teaching schedules confirmed in the Academic Affairs Information System by the main course teachers and the directors of course-offering units. Any amendments shall be signed and approved by the main course teachers and the directors of course-offering units and submitted to the Office of Academic Affairs for update.

第三條 (基本授課學分數)

本校專任教師每學期基本授課學分數，教授以 7 學分、副教授及助理教授以 8 學分、講師以 9 學分為原則。

為增進本校新進教師之教學及研究質量，到任二年內之新進專任助理教授，每學期基本授課學分數為 6 學分。前述新進專任助理教授名冊，由人力資源處於當學期開學後第四週提供教務處。

醫療相關科部教師及專案教師每學年基本授課學分數以 4 學分為原則。

合聘教師每學年基本授課學分數以 4 至 8 學分為原則。

Article 3 (Basic Teaching Credits)

In principle, the number of basic teaching credits assigned per semester to full-time faculty members varies depending on the rank: 7 to professors, 8 credits to associate professors and assistant professors, and 9 credits to lecturer.

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

To improve the quality of teaching and research of new faculty members, 6 basic teaching credits per semester are assigned to a new full-time assistant professor within two years of arrival. The list of new full-time assistant professors, as mentioned above, shall be submitted by the Office of Human Resources to the Office of Academic Affairs in the fourth week of each semester.

In principle, 4 basic teaching credits are assigned per academic year to faculty members of medical-related departments and project faculty members, respectively.

In principle, 4 to 8 basic teaching credits are assigned to jointly-appointed faculty members per academic year.

#### 第四條 (授課原則)

各課程應優先安排由本校專、兼任教師授課，若有特殊需求，得邀請外部專家學者授課，並比照兼任教師支付鐘點費。專家學者每學期授課總學分數以小於 2 學分且不得獨授整門課程為原則。兼任教師所授課的領域以校內專任教師無法涵蓋的專業領域為原則。

#### Article 4 (Principle of Course Teacher Assignment)

The University's full-time and part-time faculty members shall be assigned as course teachers in priority. Under special circumstances, an off-campus expert or scholar may be invited to serve as a course teacher, and shall be paid the same hourly wage as a part-time faculty member. In principle, an off-campus expert or scholar shall teach less than 2 credits per semester and shall not independently teach an entire course.

In principle, part-time faculty members shall teach courses in disciplines with which full-time faculty members are not familiar.

#### 第五條 (得計學分計算)

各課程之學分數以教務處公告之課程表所載為準，自行加課部份不予計算學分數。

各類課程得計學分計算方式如下：

一、講演課程：

- (一) 以該課程科目之學分數為計算基準，並依總選課人數乘以不同倍率。0 學分及 1 學分課程之得計學分以表定

講演時數計算，惟每週最低授課時數為 1 小時，不得超過 2 小時，體育課不論總選課人數多寡，不乘以倍率。

(二) 大學部課程之得計學分計算方式如下表：

總選課人數	得計學分
60 人以下	科目之學分數×1.0 倍×實際授課節數比
61 至 90 人	科目之學分數×1.2 倍×實際授課節數比
91 至 140 人	科目之學分數×1.4 倍×實際授課節數比
141 至 200 人	科目之學分數×1.6 倍×實際授課節數比
201 人以上	科目之學分數×1.8 倍×實際授課節數比

(三) 研究所課程之得計學分計算方式如下表：

總選課人數	得計學分
40 人以下	科目之學分數×1.0 倍×實際授課節數比
41 至 60 人	科目之學分數×1.2 倍×實際授課節數比
61 至 80 人	科目之學分數×1.4 倍×實際授課節數比
81 人以上	科目之學分數×1.6 倍×實際授課節數比

二、專題討論課程：

(一) 大學部：主授教師得計 1 學分，其餘全程參與之教師得計 0.5 學分。

(二) 研究所：主授教師得計 1 學分，其餘全程參與之教師得計 0.25 學分，各所符合本條件者以一門為限。

三、研究教學課程：

(一) 大學部：

1. 專題研究課程及學士論文課程主授教師：各學系以設置一名主授教師為原則，前二學期平均選課人數大於 60 人者，得增加一名主授教師。主授教師之得計學分計算方式如下表，每名主授教師當學期僅得選擇一門專題研究課程或學士論文課程列計得計學分：

總選課人數	得計學分
40 人以下	(科目之學分數 x1.0 倍 x 實際授課節數比)+1 學分

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

41 至 60 人	(科目之學分數 x1.2 倍 x 實際授課節數比)+1.2 學分
61 至 80 人	(科目之學分數 x1.4 倍 x 實際授課節數比)+1.4 學分
81 人以上	(科目之學分數 x1.6 倍 x 實際授課節數比)+1.6 學分

2. 專題研究課程及學士論文課程指導教師：每指導一名大學部學生之專題研究或學士論文得計 0.2 學分，每指導一件科技部大專生研究計畫得計 0.5 學分，得計學分每學期最多以 1 學分為限。

(二) 研究所：

1. 碩、博士論文課程之指導教師：主指導教師每指導一名碩、博士班研究生之論文，得計 0.5 學分，共同指導教師得計 0.25 學分，得計學分每學期最多以 2 學分為限。

2. 其他研究教學課程之指導教師：單一課程科目須由學生分別選讀不同教師授課時，每指導一名碩、博士班研究生（僅限非論文指導教師），得計 0.5 學分，得計學分每學期最多以 2 學分為限。

四、見、實習課程：

(一) 醫學系及牙醫學系：依本校參考「全國各公私立醫學校院臨床見（實）習教學共同注意事項」所訂定之「專、兼任教師見（實）習教學授課時數表」計算之，計算結果於每學年末由開課單位提供教務處彙整並核計得計學分。

(二) 其他學系：各學系每一見、實習課程每班可排定教師一位，負責見、實習課程之規劃、統籌行前事宜、處理學生見、實習突發狀況及彙集學生成績至系主任處登錄，該教師得計該學分數之二分之一；若安排教師二位以上，則得以該科學分數平均計算得計學分。

(三)各開課單位另定有見、實習課程得計學分計算方式，則依其規定，但應於教務會議通過後始得辦理。

五、實驗課程：

(一)大學部：每班三十五名學生得安排一位教師授課，每逾三十五名學生得增加一位教師，每位教師得計該科目之學分數。

(二)研究所：以本項第一款第三目研究所講演課程得計學分之規定計算。

六、數位學習課程：

(一)遠距教學課程：每學期末依遠距教學課程品質管理結果核予學分獎勵，以該科目之學分數乘以 1.5 倍計，僅實際授課學分數得列入超鐘點計算。

(二)混成教學課程：實體班及遠距班合班上課，視為一門課程，以該科目之學分數乘以 1.5 倍計，僅實際授課學分數得列入超鐘點計算。

(三)磨課師課程(Massive Open Online Courses, MOOCs)：專任教師開設之磨課師課程每門達 12 小時以上者，選課人數以 100 人為基準，每滿 100 人得計 1 學分，如為全英語課程則以 1.2 倍計，採計學分資料於每學年末由數位自學中心提供，每學年最多以 5 學分為限。

七、導向學習課程：問題導向學習 (Problem-Based Learning, PBL)、專案導向學習 (Project-Based Learning, PBL)、團隊導向學習 (Team-Based Learning, TBL)、個案導向學習 (Case-Based Learning, CBL) 等採課程分組討論之主動學習模式，以五至十五人一組為原則，參與教師之得計學分以本項第一款講演課程方式計算。

八、教學整合課程：醫學系整合課程或明定為講演搭配實驗之課程，各教師得計學分依實際授課類型計算。

九、跨學系整合性團隊學習 (GOSCE) 課程：參與教師之得計學分以本項第一款講演課程方式計算。得計學分每學期最多以

2 學分為限。採計學分資料於每學期末由醫學模擬教育中心提供。

十、自主學習課程：

(一)擔任自主學習方案指導教師，每一案得採計 0.5 學分，每學期最多以 1.5 學分為限。

(二)擔任募課主授教師，每一案得採計 0.5 學分，每學期最多以 1.5 學分為限。擔任募課課程授課教師，按其課程類型依本項規定計算得計學分。

(三)擔任通識教育中心引導式工作坊指導教師，每一名學生得採計 0.2 學分，每學期最多以 1 學分為限。

(四)第一、二目採計學分資料於每學期末由教學資源中心提供，前目採計學分資料於每學期末由通識教育中心提供。

十一、服務學習課程：各系負責服務課程之主授教師每學期得採計 0.5 學分，每學年最多以 1 學分為限。採計學分資料於每學期末由服務學習中心提供。

十二、跨領域課程：開設於跨領域學院且非屬募課及自主學習方案之課程，課程屬性為應用課程、國際課程者，以該科目之表定講演時數乘以 2 倍計算得計學分。採計學分資料於每學期末由跨領域學習中心提供。

十三、大學部 EMI 課程：以該科目之學分數乘以 1.5 倍計，僅實際授課學分數得列入超鐘點計算。

Article 5 (Calculation of Credits-To-Be-Earned)

The number of credits for each course shall be based on the curriculum information announced by the Office of Academic Affairs. Additional teaching hours added by course teachers will not be counted towards the total number of credits.

The number of credits-to-be-earned for each category of courses is calculated as follows:

1. Lectures:

(1) The number of credits-to-be-earned is calculated as the number of credits for the course multiplied by different factors according to the total number of students enrolled. The number of credits-to-be-earned for zero- and one-credit courses is calculated

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

based on the number of scheduled lecture hours, provided that the minimum number of lecture hours per week is 1 hour and does not exceed 2 hours. The number of credits for physical education courses will not be multiplied, regardless of the total number of students enrolled.

- (2) The number of credits-to-be-earned for undergraduate courses is calculated as follows:

Total enrollment	Credits-to-be-earned
Under 60	Number of credits × 1.0 × Percentage of actual sessions taught
61 to 90	Number of credits × 1.2 × Percentage of actual sessions taught
91 to 140	Number of credits × 1.4 × Percentage of actual sessions taught
141 to 200	Number of credits × 1.6 × Percentage of actual sessions taught
Over 201	Number of credits × 1.8 × Percentage of actual sessions taught

- (3) The number of credits-to-be-earned for graduate courses is calculated as follows:

Total enrollment	Credits-to-be-earned
Under 40	Number of credits × 1.0 × Percentage of actual sessions taught
41 to 60	Number of credits × 1.2 × Percentage of actual sessions taught
61 to 80	Number of credits × 1.4 × Percentage of actual sessions taught
Over 81	Number of credits × 1.6 × Percentage of actual sessions taught

2. Seminars:

- (1) Undergraduate courses: 1 credit for the main teacher; 0.5 credit for the other teachers with full participation.
- (2) Graduate courses: 1 credit for the main teacher; 0.25 credit for the other teachers with full participation. Only one course from each graduate institute can be applied to this criterion.

3. Research-based courses:

- (1) Undergraduate courses:
- i. Main teacher for the courses of individual studies and bachelor's thesis: in principle, each department shall assign one main teacher for the courses of individual studies and

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.



bachelor's thesis. If the average number of students enrolled in the previous two semester is more than 60, an additional main teacher may be assigned. The number of credits-to-be-earned for the main teacher is calculated as follows. Each main teacher, for each semester, can only choose one course of individual studies or bachelor's thesis to be included in the calculation of total credits earned.

Total enrollment	Credits-to-be-earned
Under 40	(Number of credits × 1.0 × Percentage of actual sessions taught) + 1 Credit
41 to 60	(Number of credits × 1.2 × Percentage of actual sessions taught) + 1.2 Credits
61 to 80	(Number of credits × 1.4 × Percentage of actual sessions taught) + 1.4 Credits
Over 81	(Number of credits × 1.6 × Percentage of actual sessions taught) + 1.6 Credits

- ii. Advising teachers for the courses of individual studies and bachelor's thesis: for every undergraduate individual study or bachelor's thesis advised, 0.2 credit can be earned; for every NSTC University Student Research Project advised, 0.5 credit can be earned, with a maximum of 1 credit per semester.
- (2) Graduate courses:
- i. Advising teachers for the courses of thesis and dissertation: for every Master's thesis or Ph.D. dissertation advised, the advisor can earn 0.5 credit, and the co-advisor can earn 0.25 credit, with a maximum of 2 credits per semester.
  - ii. Advising teachers for other research-based courses: if a single subject requires a student to take courses taught by different teachers, for every Master's or Ph.D. student advised (only applicable to teachers other than the student's thesis/dissertation advising professor), 0.5 credit can be earned, with a maximum of 2 credits per semester.
4. Internship courses:
- (1) School of Medicine and School of Dentistry: calculated based on the *Form of Teaching Hours of Internship Courses for Full-Time and Part-Time Faculty Members*, established with reference to the *Common Notices for Clinical Internship in Public and Private Medical Schools in Taiwan*. The results will be submitted by course-offering units to the Office of Academic Affairs for the

calculation of total credits earned at the end of each academic year.

- (2) Other departments: each department may assign one teacher to each internship course, who shall be responsible for planning the course, coordinating preparation work, addressing emergencies during the internship, and submitting students' grades to the director of the department for registration. The teacher can earn one-half of the credits for the course. If two or more teachers are assigned, the number of credits will be calculated equally.
  - (3) If the course-offering unit has any regulations governing the calculation of credits-to-be-earned for internship courses, the regulations shall prevail, but only with approval from the Academic Affairs Committee.
5. Laboratory courses:
- (1) Undergraduate courses: for a class size of 35 students, one teacher may be assigned, and for every additional 35 students, one additional teacher may be assigned. Each teacher can earn the number of credits for the course.
  - (2) Graduate courses: calculated in the same way as lectures of graduate program, as specified in Item 3, Paragraph 1 of this article.
6. Digital learning courses:
- (1) Distance learning courses: Credits earned based on results of distance learning course quality management will be offered at the end of each semester. The number of credits-to-be-earned is calculated by multiplying the number of credits by a factor of one point five. Only the actual number of teaching credits can be included in the calculation of overtime credits.
  - (2) HyFlex courses: Physical classes and distance learning classes are regarded as one course. The number of credits-to-be-earned is calculated by multiplying the number of credits by a factor of one point five. Only the actual number of teaching credits can be included in the calculation of overtime credits.
  - (3) Massive Open Online Courses (MOOCs): for full-time faculty members who offer a Massive Open Online Course of 12 hours or more, for every 100 students enrolled, one credit can be earned (with a maximum of 5 credits for each academic year). If the course is taught in English, the total number of credits will be multiplied by a factor of 1.2. The information of credits earned

will be provided by the Digital Initiative Center at the end of each academic year.

7. Learner-centered courses: for courses based on group discussion (5 to 15 people a group in principle) and self-learning, including Problem-Based Learning (PBL), Project-Based Learning (PBL), Team-Based Learning (TBL), and Case-Based Learning (CBL) courses, the credits-to-be-earned for the participating teachers shall be calculated in the same way as lectures, as specified in Item 3, Paragraph 1 of this article.
8. Integrated teaching courses: for integrated courses offered by the School of Medicine or courses specified as lectures paired with laboratory experiments, the number of credits-to-be-earned shall be calculated in accordance with the way the course is actually conducted.
9. Group Objective Structural Clinical Examination (GOSCE) courses: the number of credits-to-be-earned for participating teachers shall be calculated in the same way as lectures, as specified in Item 3, Paragraph 1 of this article, with a maximum of two credits per semester. The information of credits earned will be provided by the Center for Education in Medical Simulation at the end of each semester.
10. Self-learning courses:
  - (1) Teachers of self-learning programs may earn 0.5 credit for each program, with a maximum of 1.5 credit per semester.
  - (2) Main course teacher of i course may earn 0.5 credit for each student, with a maximum of 1.5 credit per semester. The number of credits-to-be-earned for teachers participating i course shall be calculated in the same way as each category, as specified in Paragraph 1 of this article.
  - (3) Teachers of guided workshop offered by the Center for General Education may earn 0.2 credit for each student, with a maximum of 1 credit per semester.
  - (4) The information of credits earned for item 1 and 2 will be provided by the Center for Teaching Resources at the end of each semester. The information of credits earned for item 3 will be provided by the Center for General Education Center at the end of each semester.
11. Service-learning courses: the main teacher of each department responsible for service-learning courses may earn 0.5 credit per semester, with a maximum of 1 credit per academic year. The

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

information of credits earned will be provided by the Service Learning Center at the end of each semester.

12. Interdisciplinary courses: for applied courses and international courses offered by the College of Interdisciplinary Studies, which excluded i course and self-learning programs, the number of credits-to-be-earned is calculated by multiplying the number of scheduled lecture hours by a factor of two. The information of credits earned will be provided by the Interdisciplinary Learning Center at the end of each semester.
13. Bachelor's EMI courses (English as a Medium of Instruction): the number of credits-to-be-earned is calculated by multiplying the number of credits by a factor of one point five. Only the actual number of teaching credits can be included in the calculation of overtime credits.

#### 第六條 (夜間及例假日授課)

教師在正規學制時間內(星期一至星期五 8:00~18:00)授課,以前條之得計學分計算;於非正規學制時間授課,除體育課外,以前條之得計學分乘以 1.2 倍計算。

#### Article 6 (Evening and weekend courses)

For courses taught during regular school hours (Monday through Friday, 8:00 to 18:00), the number of credits-to-be-earned is calculated in accordance with the preceding article; for courses taught during non-regular school hours (except for physical education courses), the number of credits-to-be-earned is calculated by multiplying the number of credits derived from the preceding article by a factor of 1.2.

#### 第七條 (教師執行計畫之學分獎勵)

教師執行計畫之學分獎勵規定如下:

- 一、專任教師主持教育教學計畫、研究計畫及產學合作計畫,其各類計畫每學年得計學分最多以 3 學分為限,各類計畫之得計學分計算方式如下:

- (一)具審查機制之公部門教育教學計畫:政府機關(構)補助金額未達 20 萬元者,每學年每案得採計 0.25 學分;政府機關(構)補助金額達 20 萬元以上未達 50 萬元以下者,每學年每案得採計 0.5 學分;政府機關(構)補

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

助金額達 50 萬元以上者，每學年每案得採計 1 學分，多年期計畫依各學年度計算。由多位教師擔任共同主持人之教育教學計畫，得由計畫主持人分配參與教師得計學分之比例。採計學分資料於每學年末由教學資源中心提供。

(二)具審查機制之公部門研究計畫：政府機關（構）資助金額每案達 50 萬元以上且計畫期間達 8 個月以上者，每年每案得採計 1 學分，多年期計畫依各年度計算。採計學分資料於每學年末由研究發展處提供。

(三)產學合作計畫：計畫金額每年累計達 50 萬元以上者，得採計 0.25 學分；計畫金額每年累計達 100 萬元以上者，得採計 0.5 學分。多位教師共同參與之產學合作計畫，得由計畫主持人分配參與教師得計學分之比例。採計學分資料於每學年末由事業發展處提供。

二、獲校內外計畫審查通過之跨領域共時授課者，開課單位於開學後四週內，擬具申請表及相關佐證文件，經所屬系、所、學位學程主管、教務處課務組及教務長核定後，該課程得計學分於計畫執行期間以該科目之表定講演時數乘以 2 倍計算。

三、配合校部推動計畫而研發或改造課程者，主授教師於計畫執行期間，依據計畫目標進行課程研發或改造課程內容達二分之一以上，經計畫管考會議審查通過，於開學前二週以專案簽請教務長核可後，得採計 1 學分，每學期最多以 1 學分為限。

#### Article 7 (Credit Rewards to Faculty Members Executing Projects)

The credit rewards to faculty members who execute projects are described as follows:

1. A full-time faculty member who leads a teaching project, research project, or an industry-academia collaboration project may earn a maximum of 3 credits for each type of project per academic year. The number of credits-to-be-earned for each type of project is calculated as follows:

- (1) Public-sector-funded teaching projects with a review mechanism: for projects with government funding of less than NT\$200,000, 0.25 credit can be earned per project per academic year;

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

projects with government funding of NT\$200,000 or more and less than NT\$500,000, 0.5 credit can be earned per project per academic year; for projects with government funding of NT\$500,000 or more, 1 credit can be earned per project per academic year. For multi-year projects, the number of credit rewards shall be calculated separately each academic year. For projects with multiple co-leaders, the main project leader may allocate the percentage of credits-to-be-earned for each participating member. The information of credit earned will be provided by the Center for Teaching Resources at the end of each academic year.

- (2) Public-sector-funded research projects with a review mechanism: for projects with government funding of NT\$500,000 or more and a period of 8 months or longer, 1 credit can be earned per project per academic year. For multi-year projects, the number of credit rewards shall be calculated separately each academic year. The information of credits earned will be provided by the Office of Research and Development at the end of each academic year.
  - (3) Industry-academia collaboration project: for projects with an annual accumulated value of NT\$500,000 or more, 0.25 credit can be earned; for projects with an annual accumulated value of NT\$1,000,000 or more, 0.5 credit can be earned. For projects with multiple faculty members involved, the project leader may allocate the percentage of credits-to-be-earned for each participating member. The information of credits earned will be provided by the Office of Business Development at the end of each academic year.
2. A faculty member who develops new courses or optimizes existing courses under a project executed by the University's: during the project period, if the main teacher has, in accordance with the objectives of the project, developed a new course or optimized an existing course for at least one-half of its content, received the approval from the Project Evaluation Committee, and submitted the project as a special case to the Dean of Academic Affairs for approval within two weeks before the semester starts, 1 credit can be earned, with a maximum of 1 credit per semester.
  3. A faculty member who develops new courses or optimizes existing courses under a project executed by the University's: during the project period, if the main teacher has, in accordance with the objectives of the project, developed a new course or optimized an

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

existing course for at least one-half of its content, received the approval from the Project Evaluation Committee, and submitted the project as a special case to the Dean of Academic Affairs for approval within two weeks before the semester starts, 1 credit can be earned, with a maximum of 1 credit per semester.

第八條 (教師兼行政工作、行政教師及導師之學分計算)

教師兼行政工作者，每學期得計學分依「臺北醫學大學教師聘任規則」之規定辦理。採計學分資料於每學年末由人力資源處提供。

行政教師每學期得採計 1 學分，每學年最多以 2 學分為限。

教師擔任大學部或碩、博士班導師，輔導學生並有具體記錄者，每學期得採計 1 學分，每學年最多以 2 學分為限。擔任碩、博士班導師僅限「非指導教授」才可列計。採計學分資料於每學年末由學生輔導中心提供。

Article 8 (Credit Calculation for Administrative Advisors, Academic Advisors, and Faculty Members Engaging in Administrative Affairs)

The number of credits-to-be-earned for faculty members engaging in administrative affairs is calculated in accordance with the *Taipei Medical University Faculty Member Appointments Regulations*. The information of credits earned will be provided by the Office of Human Resources at the end of each academic year.

An administrative advisor may earn 1 credit per semester, with a maximum of 2 credits per academic year.

A faculty member who serves as the academic advisor of an undergraduate, Master's, or Ph.D. program and has a documented record of advising students may earn 1 credit per semester, with a maximum of 2 credits per academic year. For faculty members who serve as academic advisors of a Master's or Ph.D. program, only non-advising professors can earn additional credits. The information of credits earned will be provided by the Student Counseling Center at the end of each academic year.

第九條 (超鐘點之計算)

下列得計學分不列入超鐘點計算：

1. 研究教學及專題討論課程。
2. 醫學系及牙醫學系之臨床見、實習課程。
3. 磨課師課程。

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

4. 跨學系整合性團隊學習（GOSCE）課程。
5. 服務學習課程。
6. 跨領域課程中課程屬性為應用課程、國際課程者。
7. 教師執行計畫之學分獎勵。
8. 教師兼行政工作、行政教師及導師之學分。
9. 開課人數未達 10 人之碩、博士班課程。

專任教師每學年於正規學制與非正規學制時間之得計學分，於學年度第二學期合併計算。若總學分數超過 20 學分者，得支領超鐘點費，每學年最多以 8 學分為限，超鐘點費發放方式準用第十條規定。

醫療相關科部教師及專案教師每學年授課超過 4 學分者，得支領超鐘點費，但最多以 6 學分為限。

合聘教師不得支領超鐘點費。

跨系所授課之超鐘點費，由教師所屬系所發給。

教師超鐘點通知單由教務處列送教師所屬系所核發超鐘點費，支給標準悉按本校教職員待遇支給標準表或依校內經費預算控管相關規定支付。

超鐘點費應以實際授課鐘點為核發原則，惟本校不鼓勵專任教師超時授課，且以不核發超鐘點費為原則。

#### Article 9 (Calculation of Overtime Credits)

The following credits-to-be-earned are not included in the calculation of overtime credits:

- (1) Credits for research-based courses and seminars.
- (2) Credits for clinical internship courses of the School of Medicine and the School of Dentistry.
- (3) Credits for Massive Open Online Courses (MOOCs).
- (4) Credits for Group Objective Structural Clinical Examination (GOSCE) courses.
- (5) Credits for service-learning courses.
- (6) Credits for applied and international courses under the category of interdisciplinary courses.
- (7) Credit rewards to faculty members who execute projects.
- (8) Credits for administrative advisors, academic advisors, and faculty members engaging in administrative affairs.

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.



(9) Credits for Master's and Ph. D. courses with less than 10 students enrolled.

The total number of credits-to-be-earned by a full-time faculty member during regular and non-regular school hours in each academic year will be calculated in the second semester of the academic year. If the total exceeds 20 credits, the faculty member is eligible for overtime pay, with a maximum of 8 overtime credits per academic year. The overtime pay shall be given in accordance with the provisions of Article 10.

Faculty members of medical-related departments or project faculty members who teach more than 4 credits per academic year are eligible for overtime pay, with a maximum of 6 overtime credits per academic year.

Jointly-appointed faculty members are not eligible for overtime pay.

Overtime pay for courses offered by different departments shall be given by the department to which the teacher belongs.

The notice of overtime credits will be issued by the Office of Academic Affairs to the teacher's department for the payment of overtime credits. The standard of payment is determined in accordance with the University's *Standard Payment Scale for Faculty Members* or any regulations governing the University's budget control.

Overtime pay shall be given based on the actual teaching hours. Please note that the University does not encourage full-time faculty to teach overtime, and the University's principle is to not give overtime pay.

#### 第十條 (兼任教師鐘點費之核發)

兼任教師之鐘點費以第五條之得計學分換算之，每科目授課學分小於 1 學分者，其鐘點費一次核發。1 學分以上者，其鐘點費以四個半月計算，分月致送。支給標準比照行政院「公立大專校院兼任教師鐘點費支給基準表」辦理。

跨系所授課之鐘點費，由開課系所支付。

#### Article 10 (Payment for Part-time Faculty)

Part-time faculty's hourly pay is calculated based on the number of credits-to-be-earned as stipulated in Article 5. If the number of credits taught does not exceed one for a single course, the hourly pay will be given in a lump sum. If the number of credits taught exceeds one, the total hourly pay will be given separately on a monthly basis for 4.5 months. The standard of hourly rate is determined in accordance with the Executive Yuan's *Standard Hourly Payment Scale for Part-time Faculty Members in Public Universities and Colleges*.

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

The hourly pay for a teacher who offers a course for multiple departments shall be given by the course-offering department.

第十一條 （碩士在職專班授課鐘點）

除高階管理碩士在職專班或專簽核可外，其餘碩士在職專班之授課應核計基本授課學分數。高階管理碩士在職專班之鐘點費，由開課單位自行核發，以每小時 2,500 元為上限，超過上限時，經專案簽請校長核可後，始可報支。

Article 11 (Teaching Hours for Teachers of Professional Master's Program)

All courses of professional Master's programs shall be included in the calculation of basic teaching credits, except for those offered by the Executive Master's Program or approved as special cases. The hourly pay for teachers of the Executive Master's Program shall be given by the course-offing unit, with a maximum of NT\$2,500 per hour. If the hourly rate exceeds the upper limit, the case must be submitted to the President as a special case and gain approval to receive reimbursement.

第十二條 （產業碩士專班鐘點費）

產業碩士專班之鐘點費以專班經費支付，且不計入第三條基本授課學分數。

Article 12 (Hourly Pay for Teachers of Professional Master's Programs in Industrial Fields)

The hourly pay for teachers of professional Master's programs in industrial fields shall come from the funding of professional programs. Courses of the programs will not be included in the calculation of basic teaching credits as specified in Article 3.

第十三條 （暑期班授課鐘點）

暑期班之授課鐘點及鐘點費計算比照本辦法辦理。

Article 13 (Teaching Hours for Teachers of Summer Programs)

The teaching hours and hourly pay for teachers of summer programs are calculated in accordance with the Regulations.

第十四條 （未盡事宜）

本辦法未盡事宜，應依本校相關規定及政府相關法令辦理。

Article 14 (Matters not covered)

The above rules are available in both Chinese and English. In the event of discrepancies, the Chinese version shall prevail.

Any matters not covered in the Regulations shall be handled in accordance with relevant laws and regulations of the University and the Taiwanese government.

第十五條 （核決權限）

本辦法經行政會議通過後公告施行；修正時亦同。

Article 15 (Authorization)

The Regulations take effect upon promulgation with approval from the Administration Committee. Any amendments thereto shall follow the same procedure.