

**Establishment Guidelines for the Si Wan College
Center for EMI Teaching Excellence
National Sun Yat-sen University**

國立中山大學西灣學院全英語卓越教學中心設置要點

110.08.30 西灣學院 110 學年度第 1 次全英語教學諮詢委員會會議通過
110.10.13 西灣學院 110 學年第 2 次院務會議通過
110.12.22 110 學年度第 1 學期第 8 次行政會議通過

一、為響應政府推動雙語教育政策，培育優秀的雙語人才，特設置國立中山大學西灣學院全英語卓越教學中心（以下簡稱本中心）。

ARTICLE I. In support of the Bilingual Nation policy of Taiwan's educational system to cultivate tomorrow's talents, the University has established the Center for EMI Teaching Excellence at Si Wan College (Hereinafter referred to as The Center).

二、本中心為本校一級任務編組教學中心，設置執行長一人，綜理中心業務，由西灣學院任務編組副院長兼任之。本中心並置行政職員一名(專員/編審或專業經理人)及專案行政助理兩名，協助執行與推動中心事務。

ARTICLE II. The Center for EMI Teaching Excellence is a first-level task force teaching center administered by the Chief Executive Officer, with the position held concurrently by the Task Force Associate Dean of Si Wan College, in overall charge of the affairs of the Center. The Center also deploys one administrative specialist and two administrative officers to assist in the implementation and promotion of the affairs of the Center.

三、本中心之業務包括：

- (一) 全英語通識課程及學程規畫與執行
- (二) 大一英語文課程規畫與執行
- (三) 全校學士班英語文能力標準認證業務
- (四) 校內英語文活動推廣及辦理
- (五) 約聘教師及兼任教師之考核
- (六) 相關法規修訂
- (七) 協助學生英語文能力提昇之相關事宜

ARTICLE III. The core duties of the Center include:

- A. Planning and implementation of EMI General Education curriculum
- B. Planning and implementation of Freshman English General Education curriculum
- C. Undergraduate English proficiency accreditation system
- D. Promotion and coordination of English enhancement activities
- E. Evaluation of contract faculty and adjunct faculty
- F. Establishment of related regulations
- G. Students English ability enhancement related affairs

四、本中心會議置委員五人，執行長為當然委員，其他委員由西灣學院院長邀請院內教師 3 人及外文系教師 1 人。委員任期為一年，得連任。

ARTICLE IV. The Center for EMI Teaching Excellence Affairs Meeting shall comprise five members. The Chief Executive Officer is the ex-officio member. Other members shall consist of three faculty members from Si Wan College and one faculty member from the Department of Foreign Languages and Literatures invited by the Dean of Si Wan College. The service term is one year and renewable.

五、本中心會議不定期舉行，由中心執行長召集並擔任會議主席。本會會議須有全體委員過半數之出席，方可開會，其決議需出席委員過半數之同意方可執行。

ARTICLE V. Extraordinary meetings can be called as needed. The Chief Executive Officer shall call the meeting and serve as the chairperson. A quorum of over half of the members is needed to call the meeting. The resolutions can only be enforced with the approval of over half of the members present.

六、本要點如有未盡事宜，悉依相關法令規定辦理。

ARTICLE VI. The matters that are not covered by the Establishment Guidelines shall be subject to the related laws and regulations.

七、本要點經西灣學院全英語卓越教學中心會議、西灣學院院務會議及行政會議通過後，陳請校長核定後實施，修正時亦同。

ARTICLE VII. These Establishment Guidelines are approved by the Center for EMI Teaching Excellence Affairs Meeting, the Si Wan College Affairs Meeting, and NSYSU Executive Meeting, and implemented with the approval of the president. Amendments to the Guidelines shall follow the same procedure.

中英文版本如有抵觸或不相符之處，應以中文版本為準。

Above regulations were translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese always takes precedence.