

國立高雄餐旅大學通識博雅微學分課程要點

National Kaohsiung University of Hospitality and Tourism

Regulations Governing General Education and Liberal Arts Microcredit Courses

107 年 4 月 27 日 106 學年第 3 次通識教育中心課程委員會議通過

107 年 5 月 17 日 106 學年度第 2 學期校課程委員會議通過

113 年 10 月 24 日 113 學年度第 1 次通識中心課程會議修正通過

113 年 11 月 13 日 113 學年度第 1 次校課程會議通過

一、為推動本校通識課程之創新教學，提升學生自主學習能力，提供多元學習及學用合一之課程，強化其學習動機，特訂立本要點。

Article 1

These Regulations are established to promote innovative teaching in the University's general education curriculum, enhance students' autonomous learning abilities, provide diverse learning opportunities and courses that integrate learning with practical application, and strengthen students' motivation to learn.

二、通識教育中心(以下稱本中心)依通識博雅學分課程需要規劃辦理自主學習或數位學習等方式進行課程，新增「通識博雅微學分(一)」及「通識博雅微學分(二)」各 1 學分。

Article 2

Based on the needs of the University's General Education and Liberal Arts curriculum, the General Education Center (hereinafter referred to as "the Center") may plan and offer courses through autonomous learning, digital learning, or other approaches. The courses "General Education and Liberal Arts Microcredit (I)" and "General Education and Liberal Arts Microcredit (II)" shall each carry one credit.

三、微學分課程係指以磨課師(MOOCs)、遠距教學、實作研習營或工作坊等不同型態未滿一學分之課程。授課之教學時數，每學期末由通識教育中心彙整簽請教務處核發鐘點費用。微學分授課教師之鐘點費用，每人每學期以 2-8 小時為限，且不受超支鐘點規定之限制。若已支領校內、外錄製課程之補助者，不另行支應授課鐘點費。

Article 3

Microcredit courses refer to learning activities offered in various formats and carrying less than one credit, including Massive Open Online Courses (MOOCs), distance learning, practical training camps, and workshops.

At the end of each semester, the Center shall compile the teaching hours of instructors

and submit them to the Office of Academic Affairs for the payment of teaching remuneration. Teaching remuneration for each microcredit course instructor shall be limited to between two and eight hours per semester and shall not be subject to the regulations governing excess teaching hours. Instructors who have already received subsidies from either internal or external sources for recording or developing courses shall not receive additional teaching remuneration.

四、擔任各微課程教師，須於當次學習活動結束後考核全體修課學生學習成效，並繳交當次學習成績至計畫主持人統整。

Article 4

Instructors of each microcredit course shall assess the learning outcomes of all enrolled students upon completion of the relevant learning activity and submit the results to the project principal investigator for consolidation.

五、微學分課程授課教師為本校專任教師、編制外專任教學人員、兼任教師或業師為原則，每名授課教師每學期至多授課 2 門。

Article 5

In principle, instructors of microcredit courses shall be full-time faculty members, non-tenure-track full-time teaching personnel, part-time faculty members, or industry professionals of the University. Each instructor may teach no more than two microcredit courses per semester.

六、各類課程活動依其課程時數多寡，依比例認定其得認證之學分數，2 小時課程可認證 0.1 學分；4 小時課程可認證 0.2 學分，依此類推；已完成認證之微學分可累計，並由申辦單位核發學習證明。

Article 6

The number of credits that may be recognized for each type of course activity shall be determined proportionally according to the number of instructional hours. A two-hour course may be recognized as 0.1 credit, and a four-hour course may be recognized as 0.2 credit, and so forth. Recognized microcredits may be accumulated, and the organizing unit shall issue certificates of completion.

七、微學分累計達 2 學分者，得檢附相關證明文件向本中心申請抵免分類通識領域，至多 2 學分。

Article 7

Students who accumulate two microcredits may submit the relevant supporting documents to the Center to apply for the transfer of up to two credits toward the categorized General Education curriculum requirements.

八、認證學分數累計達 1.6 學分之學生，依本規定向本中心申請成果發表，經過並完成者即可抵免分類通識學分。

Article 8

Students who accumulate 1.6 recognized microcredits may apply to the Center, in accordance with these Regulations, to make a presentation of their learning outcomes. Upon successful completion of the presentation, the accumulated microcredits may be converted into categorized General Education credits.

九、以成果發表申請抵認 0.4 微學分者，須依規定向通識教育中心申請，經核准並完成後予以認列。成果發表方式如下：

- (一) 發表人除須繳交學習成果報告(電子檔)外，並結合靜態展示或動態活動之發表方式。
- (二) 靜態展示包含作品實物展、照片、電子書、研討會論文或研究報告等；動態活動包括現場演唱、舞蹈、戲劇、演奏等。
- (三) 成果發表之時間與地點由通識教育中心公告之。

Article 9

Students applying to have an outcomes presentation recognized as 0.4 microcredit shall submit an application to the Center in accordance with the relevant procedures. Upon approval and successful completion, the credit shall be officially recognized.

The methods for presenting learning outcomes are as follows:

- I. Presenters shall submit an electronic copy of a learning outcomes report and incorporate either a static exhibition or a live performance or activity into the presentation.
- II. Static exhibitions may include displays of physical works, photographs, e-books, conference papers, or research reports. Live activities may include vocal performances, dance, drama, instrumental performances, and similar activities.
- III. The time and venue for the presentation of learning outcomes shall be announced by the Center.

十、本校教師開設之微學分通識課程，應由申請教師填寫授課申請表及課程說明表，並經校內三級三審課程委員會審議。

Article 10

Faculty members of the University who wish to offer General Education microcredit courses shall complete a teaching application form and a course description form. The proposed courses shall be reviewed by the University's three-tier curriculum committee review process.

十一、本要點若有未盡事宜，依本校相關法令規章辦理。

Article 11

Any matters not addressed in these Regulations shall be handled in accordance with relevant laws, regulations, and University policies.

十二、本要點經本中心課程會議、院課程會議通過，提教務會議通過，陳請校長核定後公布實施，修正時亦同。

Article 12

These Regulations shall be implemented after approval by the Center Curriculum Committee and the College Curriculum Committee, followed by approval by the Academic Affairs Meeting and final authorization by the President of the University. The same procedure shall apply to any amendments.

本規章負責單位：通識教育中心

Responsible Unit: General Education Center