

Chang Jung Christian University Regulations for Student Teaching Assistants

Approved on May 16, 2019 by the 3rd Administrative Meeting of the 2018 Academic Year Semester II.

- Article1 To improve the University's teaching quality, reinforce student learning, strengthen academic counseling and cultivate student desire to serve, the Teaching Resource Center (hereinafter referred to as the Center) has formulated the Chang Jung Christian University Regulations for Student Teaching Assistants (hereinafter referred to as the Regulations).
- Article2 The student teaching assistants in this Regulations refer to enrolled students assisting instructors with tasks for enhancing student learning, such as course material preparation before class, classroom observation, discussion and tutoring, etc.
- Article3 Based on teaching needs, the categories of student teaching assistants referred to in this Regulations are as follow:
I. General teaching assistants: subject teaching assistants, practice teaching assistants.
II. Course assistants.
III. In-department teaching assistants.
IV. Academic warning (remedial) teaching assistants.
V. Innovation teaching assistants: Depth courses teaching assistants, innovative courses teaching assistants.
VI. Digital teaching assistants.
- Article4 The employment and labor rights of student teaching assistants are in accordance with the Ministry of Labor's Guidelines for the Protection of the Rights and Interests of Teaching Assistants in Colleges and Universities.
- Article5 Regulations pertaining to the qualifications and responsibilities of student teaching assistants shall be separately formulated in accordance with Article 8 of this Regulations.
- Article6 The number of student teaching assistants and work study stipend shall be determined according to the University budget and allocation for the current year.
- Article7 In general, the term for student teaching assistants is one semester. Students may reapply upon expiration of term.
- Article8 Each semester after the Center's Teacher Development Group has announced application information for the various categories of teaching assistants, teachers and teaching units may submit the applications to the Center. After applications have been collected, the Director of the Center or the assigned head of the Teacher Development Group will convene a review committee meeting to review the applications for the different categories of student teaching assistants. The review result will be announced by the Center's Teacher Development Group.
- Article9 Student teaching assistants shall receive relevant training courses by the Center's Teacher Development Group.
- Article10 Before the end of each semester, student teaching assistants shall assist with

filling out performance assessment forms for proof of performance.

Article11 This Regulations is announced and implemented upon approval by the Administrative Meeting and University President, any amendments likewise.