

National Chiao Tung University College of Science Teacher Assessment Regulations

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Revised and approved by the 2007 academic year 8th College of Science Teacher Review Committee meeting (Feb 21, 2008).
Revised and approved by the 2012 academic year 10th College of Science Teacher Review Committee meeting (Mar 22, 2013).
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Approved for reference by the 2015 academic year 9th University Teacher Review Committee meeting (Jun 15, 2016).

Article I To enhance the quality of teaching, research and services (including counseling), the National Chiao Tung University College of Science (hereafter referred to the College) has formulated these regulations in accordance to the provisions of the National Chiao Tung University Teacher Review Regulations.

Article II Full-time professors, associate professors, assistant professors and lecturers, and teaching assistants (hereafter referred to as TA in the former system) who obtained their certificate of employment prior to March 21, 1997, are required to be re-evaluated once every five years in accordance to this regulation (in accordance to Regulation Governing the University's new teacher promotion within a limited number of years, new teachers must obtain approval from the Teacher Review Committee before applying for promotion). However, full-time teachers satisfying any one of the following conditions are exempted from the assessment criteria:

1. Permanent exemption from the assessment criteria:

- (i) Elected as an Academia Sinica scholar.
- (ii) Awarded the Ministry of Education academic awards or national chair professorship
- (iii) Received three or more Ministry of Science and Technology(NSC) Outstanding Research Awards.
- (iv) Received National Science Council Class A Research Award or Ministry of Science and Technology (NSC) Projects Moderator funding for twelve or more times in total (maximum count of once a year) (one Outstanding Research Award is equivalent to three Class A Research Awards).
- (v) Received three or more Distinguished Teaching Awards from the University.
- (vi) Won an internationally renowned academic award approved by the College Teacher Review Committee.
- (vii) Sixty years of age (inclusive) and has passed at least one assessment or has previously satisfied other assessment exemption listed in this Article.

2. Criteria on exemption from this time assessment (equivalent to having passed assessment for this time):

- (i) Current Chair Professor at the University and approved by the College Teacher Review as qualified for Chair Professorship in noted domestic and foreign universities.
- (ii) Awarded one or more Ministry of Science and Technology (NSC) Outstanding Research Award(s) in the last five years; or awarded the Ministry of Science and Technology (NSC) Research Moderator funding for four years or more over the last

five years; or achieved outstanding academic contributions as verified by the College Teacher Review over the last five years.

- (iii) Awarded the University's Distinguished Teaching Award in the last five years.
- (iv) Served as department or graduate institute director or above in the last five years (including directorship of one department with multiple graduate institutes for one full term or more terms).
- (v) Achieved other particularly remarkable teaching, research or service accomplishment. After document verification, the relevant department will submit the assessment exemption to the College Teacher Review Committee (hereafter referred to as College Teacher Review) and the University Teacher Review Committee (hereafter referred to as University Teacher Review).

Article III Teacher assessment is first conducted by department/ graduate institute level teacher review committees (hereafter referred to as Department/Graduate Institute Teacher Review Committee) to verify the accuracy of the teacher information and the recommend class category for teaching, research and service. The review is then submitted to the College Teacher Review Committee for further assessment. The review outcome, review meeting minutes and a list of exemptions for the current year are then submitted to the University Teacher Review for review.

Article IV Department/Graduate Institute Teacher Review Committees recommend class category for research, teaching and service based on the following provisions and the teacher information:

Research:

- Those who are awarded three years of Ministry of Science and Technology (NSC) project and research moderator funding in the last five years are ranked Class A.
- Those who are awarded at least one year of Ministry of Science and Technology (NSC) project funding in the last five years, are ranked Class B.
- Those who are not in any of the above level are temporarily ranked Class C.

Teaching:

- Those who are awarded the University Distinguished Teaching Award, won at least one Excellent Basic Teaching Award, or whose teaching hours satisfy criteria and scored an average of at least 4.0 in the Overall Course Impression teaching assessment questionnaire within the last five years, are ranked Class A.
- Those whose teaching hours satisfy criteria and scored an average of at least 3.3 in the Overall Course Impression teaching assessment questionnaire within the last five years, are ranked Class B.
- Those whose teaching hours satisfy the University Calculation Principle for Teaching Hours criteria but who do not satisfy the basic weekly hour criteria, are required to make up for the hours within the following academic year. Those who are failing to satisfy this provision will not pass the Teaching category of the review.
- Those who are not in any of the above level are temporarily ranked Class C.

Service:

- Those who are awarded the University Excellent Advisor Award at least once, or whose average service performance is within 30% of all teachers in the department/graduate

institute within the last five years, are ranked Class A.

- Those whose average service performance is within 80% of all teachers in the department/graduate institute within the last five years, are ranked Class B.
- Those who are not in any of the above levels are temporarily ranked Class C.
- Assessment items for service are determined by each department or graduate institute.

Article V Teacher assessment should integrate teaching, research and service performance for objective and careful evaluation. Teachers who are ranked Class B in two or more of the teaching, research and service categories are considered having passed the assessment.

Article VI Those who fail the teacher review will not receive a salary increase beginning the following academic year, may not apply for research leave, study leave, temporary transfer or outside teaching, and may not apply for extension as member of any level of teacher review committee or administrative director within the University. The University will coordinate with the department or graduate institute to assist full-time teachers who fail the assessment for up to two years before re-evaluation. Those who pass the re-evaluation will be receive a salary increase beginning the following academic year, and may apply for research leave, study leave, temporary transfer or outside teaching. Those who fail the re-evaluation will be reviewed by the Level 3 Teacher Review Committee to determine whether to continue the appointment.

Article VII In accordance to regulations, teachers under assessment are required to complete the teacher self-assessment forms (research, teaching and service) and provide relevant information for review. Those who fail to provide relevant information or have incomplete information will not pass the review for that year. However, teachers absent from the University on paid leave or unpaid leave (research leave, study leave, temporary transfer, overseas teaching or study) and unable to provide the information have one-year extension after resuming their service at the University.

Article VIII Beginning on the effective date of this regulation, full-time professors, associate professors, assistant professors, lecturers and TAs under the previous system who have less than five years on the job are subjected to their first review. Calculation for review time does not include the time of leave without pay, but half the time of temporary transfer is included. For teachers approved for promotion, the time for their next reviews is calculated based on the academic year of their new job title.

Article IX Teacher Review Committee members who are under teacher assessment should exclude themselves from discussions and decision regarding their own reviews. Each review meeting should be attended by more than two-thirds of the Committee members for the meeting to be valid, and resolution is based on more than one-half votes by the members present.

Article X Teachers on maternity leave, parental leave or suffering major incident must submit proof for review and approval by their College Teacher Review Committee for a two-year

postponement of assessment.

Article XI Teacher review committees must clearly state the reasons to teachers who fail to pass the assessment. Teachers who disagree with the outcome of College Teacher Review must submit a written appeal to the higher level Teacher Review Committee within 20 days of notification. Teachers who disagree with the review of the University Teacher Review Committee must submit an appeal to the National Chiao Tung University Teacher Appeal Review Committee according to its appeal regulations.

Article XII Promotion for new teachers is in accordance to the National Chiao Tung University regulations for new teacher promotion within limited years.

Article XIII Matters not addressed in these regulations will be handled in accordance to relevant regulations.

Article XIV These regulations are posted and implemented following approval by the College Teacher Review Committee and University Teacher Review Committee; and likewise for any amendment.