

YZU Regulations for Evaluating Faculty Performance in Teaching, Academic Advice And Other Services

Passed by the 16th Administrative Committee of the 1998 School Year, June 14, 1999
Amended by the 3rd Administrative Committee of the 2000 School Year, October 23, 2000
Amended by the 24th Administrative Committee of the 2016 School Year, July 26, 2017

Article 1 “YZU Regulations for Evaluating Faculty Performance in Teaching, Academic Advice And Other Services” (hereafter, ‘these regulations’) are established for the purpose of promotion for faculty based on relevant regulations made by Ministry of Education and Article 2 of “YZU Regulations for Evaluation of Faculty Promotion”.

Article 2 Full-time faculty shall meet the requirement for basic years of service while applying for evaluation of faculty promotion. Evaluation of faculty performance in teaching, academic advice and other services shall be processed in accordance with these regulations.

Article 3 Faculty promotions are based on these evaluation results: Teaching performance makes up 30% of the total score; academic advice and other services make up 20% of the total score. The evaluation criteria are as follows:

1. Teaching:

- (1) Yearly results of teaching evaluation.
- (2) Designing of the syllabus.
- (3) Student satisfaction questionnaire and students’ feedbacks from the questionnaire.
- (4) Teach after-school tutoring class.
- (5) Performance of guidance on Undergraduate Capstone Projects (including theses, projects, and artworks), Master's and Doctoral Dissertations.
- (6) Guiding students in participating in competitions on campus or outside the University and winning awards.
- (7) Participating in teaching-related projects on campus or outside the University.
- (8) Participating in teaching workshops, faculty communities, and pedagogical conferences.
- (9) Developing innovative, interdisciplinary, digital technology applications, socially engaged teaching methods, curriculum design, and teaching tools.
- (10) Achievements and awards in teaching within and outside the University.
- (11) Other matters related to teaching.

2. Academic advice and other services:

- (1) Status of concurrent administrative position and participation in University’s committees.
- (2) Status of managing large seminars, speeches, art activities, editing publications, managing entrance exams for the University.
- (3) Implementing administrative management and school affairs research projects.
- (4) Contributions of participating in administrative affairs of department, college and University.
- (5) Status of participation in planning for continuing education classes and participation in international cooperative affairs.
- (6) Status of managing the laboratories, subject research rooms and status of directing students to join internships and competitions outside the University.
- (7) Keeping frequent contact with advising students and getting to know students more.
- (8) Facts of counseling for students’ life, learning and actions.
- (9) Status of participation in activities for counseling all the students.
- (10) Participation in training of counseling abilities.

- (11) Have concrete counseling methods.
- (12) Assisting students to solve their problems and communicating with relevant offices.
- (13) Participation in relevant services outside the University for promoting YZU reputation.
- (14) Other matters related to academic advice and services.

Article 4 Faculty applying for promotion whose performance in teaching, academic advice and other services shall be evaluated by Faculty Evaluation Committee of Department (or the same level) based on evaluation guidelines of each department (or the same level).

The above-mentioned score of faculty's performance in teaching, academic advice and other services shall be over 80 points each in order to be sent to Faculty Evaluation Committee of College for recommendation.

Article 5 Faculty Evaluation Committee of College shall review the score of faculty's performance in teaching, academic advice and other services based on the results from Faculty Evaluation Committee of Department (or the same level). The above-mentioned score of faculty's performance in teaching, academic advice and other services shall be over 80 points each in order to be sent to Faculty Evaluation Committee of School for recommendation.

Article 6 These regulations are adopted by Administrative Committee, as shall amendments when they are made.

The English translation is for reference only. In case of any discrepancy between Chinese version and English version, the Chinese version shall prevail.