

National Chung Hsing University International PhD Program in Taiwan and Transcultural Studies

Faculty Evaluation Regulations

Approved on March 6, 2024, by the first Program Affairs Committee meeting of the second semester of the 112 academic year.

Article 1 These regulations are established based on the National Chung Hsing University Teacher Evaluation Guidelines (hereinafter referred to as the University Teacher Evaluation Guidelines).

Article 2 All full-time faculty members at all levels of this program and teaching assistants who obtained their teaching certificates before March 19, 1997 (hereinafter referred to as "old system teaching assistants") shall be evaluated according to these regulations. However, those who meet the qualifications specified in Article 2 of the University Teacher Evaluation Guidelines and have not violated the terms of their employment contract shall be exempt from evaluation.

Article 3 The program shall establish a Teacher Evaluation Committee (hereinafter referred to as the "Evaluation Committee") responsible for teacher evaluations. The Evaluation Committee shall be composed of members from the program's teacher evaluation committee, with the program director serving as the convener.

Article 4 Evaluation Committee members must attend meetings in person, and there must be at least two-thirds of the members present to convene a meeting. If necessary, the evaluation team may invite the evaluated teachers to attend and explain.

Article 5 The evaluation items for teachers are divided into teaching, research, and service performance, while the evaluation items for old system teaching assistants are divided into teaching assistance, research assistance, and administrative service performance. The total score for each item is one hundred points, and the evaluated person must select the weight of each item according to the evaluation scoring table. The distribution of scores is as follows:

1. General teachers: Teaching performance is 30 to 50 points, research performance is 30 to 50 points, and service performance is 20 to 40 points; the weight of the three items is determined by the evaluated person.
2. Language teachers: Teaching performance is 60 to 80 points, and research or service performance (one of the two) is 20 to 40 points; the weight of the two items is determined by the evaluated person.

3. Old system teaching assistants: Teaching assistance performance is 10 to 20 points, research assistance performance is 10 to 20 points, and administrative service performance is 60 to 80 points; the weight of the three items is determined by the evaluated person.

The detailed evaluation items and scoring methods are specified in the evaluation scoring table. Each score must have the agreement of more than half of the committee members to be valid, and a total score of 70 points or above is required to pass the evaluation. If the evaluation meets the passing standard, any individual item score must also reach 70 percent or above to be considered passing; if any individual item score fails, the teacher will be listed for counseling.

Article 6 Full-time professors (including chair professors and distinguished professors), associate professors, assistant professors, lecturers, researchers, and old system teaching assistants in this program who have any situation specified in Article 13 of the University Teacher Evaluation Guidelines or violate the University employment contract, with serious circumstances, may have their total evaluation score deducted after review by the evaluation team.

Article 7 The program shall notify the list of teachers who are to be evaluated and those who voluntarily apply for evaluation by early March each year. Each evaluated person must prepare the relevant forms for the evaluated teachers and attach necessary supporting documents by the end of March. Teachers who fail to provide materials without justification will be deemed to have not passed the evaluation.

Article 8 After each evaluation, if the evaluation team finds teachers with particularly excellent teaching, research, or service performance, they should recommend them as candidates for various teaching, research, and service awards at the university.

Article 9 After the evaluation process is completed, the program shall notify each evaluated teacher of the evaluation results and records by June 10. If evaluated teachers have objections to the evaluation results, they may submit a written appeal with specific evidence to the University Teacher Evaluation Committee within fifteen days of receiving the written notice; if they are dissatisfied with the appeal results, they may appeal to the University Teacher Complaint Review Committee.

Article 10 All full-time faculty members and old system teaching assistants in this program shall undergo evaluation once every five years. Newly hired teachers will start evaluations after

three years at the university. Those who pass the evaluation will be evaluated again every five years. Those who do not pass the evaluation will be handled according to Article 6 of the University Teacher Evaluation Guidelines and the relevant provisions of Articles 8 and 9. Teachers who are on sabbatical, studying abroad, on unpaid leave, suffering from serious illness, parenting, facing significant life changes, or have situations specified in Article 9, Item 5 of the University Teacher Evaluation Guidelines may submit proof and request administrative approval to postpone the evaluation or for re-evaluation.

Article 10-1 All full-time faculty members in this program must complete their promotion within the time limit specified in Article 9, Item 2 of the University Teacher Evaluation Guidelines. Evaluated teachers who fail to achieve promotion one year before the promotion deadline must be listed for counseling; these teachers are required to propose improvement plans and receive appropriate counseling.

Article 11 Matters not covered by these regulations shall be handled according to other relevant regulations of the university.

Article 12 These regulations shall be implemented after being approved by the Program Affairs Committee and the dean, and the same applies to any amendments.