

NATIONAL SUN YAT-SEN UNIVERSITY

College of Social Sciences

Department/Institute/Center _____ Faculty Evaluation Criteria

Amended and approved by the 9th College Faculty Evaluation Committee Meeting on May 15, 2014, School Year 102.
 Amended and approved by the 363th University Faculty Evaluation Committee Meeting on October 16, 2014.
Approved by the 2nd University General Meeting on December 26, 2014, School Year 103.

A. Teaching (100 points total out of 5 years)

A1. Teaching Awards (10 points max.)		Subtotal (A1) = _____ points (sum of A11 to A17)	
Item	Scoring	Score	Reviewed by faculty/institute /department
A11. Ministry of Education Award of Outstanding Performance in Teaching	10 points/award		
A12. NSYSU Award for Outstanding Teaching (originally Award of Outstanding Performance in Teaching)	8 points/award		
A13. NSYSU Award for Distinguished Teaching (originally Award of Teaching Excellence)	3 points/award		
A14. Award of Outstanding Faculty Representative, as recommended by the College of Liberal Arts	2 points/award		
A15. Award of Outstanding Faculty Representative, as recommended by the department	1 point/award		
A16. NSYSU Award of Excellent Teaching in Undergraduate Courses	1 point/course		
A17. Other teaching related awards (please attach document of proof)	1 – 10 points as evaluated by the College Faculty Evaluation Committee in comparison with items A11-A16 and approved by the University Faculty Evaluation Committee.		/
<p>Note 1: If any of the following awards are received in the same school year, only one may be accounted: NSYSU Award for Outstanding Teaching (originally Award of Outstanding Performance in Teaching), NSYSU Award for Distinguished Teaching (originally Award of Teaching Excellence), Award of Outstanding Faculty Representative, as recommended by the College of Liberal Arts, and Award of Outstanding Faculty Representative, as recommended by the department.</p> <p>Note 2: The following awards may be accounted if received during evaluation process: A11. Ministry of Education Award of Outstanding Performance in Teaching and A15. Award of Outstanding Faculty Representative, as recommended by the department.</p>			

A2. Teaching Performance (60 points max.)		Subtotal (A2) = A21 + A22 = _____ points
Items	Score	Reviewed by faculty/institute/department
<p>(1)For professor: $\Sigma 10 \text{ semesters} \{ \text{teaching hours of each semester} \times 0.55 \times \max[(\text{average score of teaching feedback survey of each semester}/\text{average score of teaching feedback survey of all college faculty members of each semester}), 1] \times \max[(\text{teaching equivalence of each semester}/ \text{average teaching equivalence of all college faculty members of each semester}), 1] \}$</p> <p>(2)For associate professors, assistant professors, and lecturers: $\Sigma 10 \text{ semester s} \{ \text{teaching hours of each semester} \times 0.5 \times \max[(\text{average score of teaching feedback survey of each semester}/\text{average score of teaching feedback survey of all college faculty members of each semester}), 1] \times \max[(\text{teaching equivalence of every semester}/ \text{average teaching equivalence of all college faculty members of each semester}), 1] \}$</p>	A21=____points (60 points max.)	
<p>Note 1: The calculation in A21 is in accordance with NSYSU Regulations on Faculty Evaluation. The calculation accounts for only the last five school years (10 semesters; time on paid or unpaid leaves, and long-term illness leaves are subtracted).</p> <p>Note 2: The calculation for teaching hours is in accordance with NSYSU Regulations for Calculation of Faculty Teaching Hours. Hours subtracted in the calculation for concurring responsibilities may be added back into the calculation. Hours used for requirement offset may only be added up to the minimum teaching hours required for each position.</p> <p>Note 3: The minimum weighted total for teaching feedback survey is 1. The minimum weighted total for teaching equivalence is also 1.</p> <p>Note 4: These two formulae “$\max[(\text{average score of teaching feedback survey of each semester}/\text{average score of teaching feedback survey of all college faculty members of each semester}), 1]$” and “$\max[(\text{teaching equivalence of every semester}/\text{average teaching equivalence of all college faculty members of each semester}), 1]$” in the equation were designed to provide suitable encouragement for faculty members with higher teaching equivalence. For faculty members with lower teaching equivalence, the minimum weighted score is 1, without violations to faculty members’ rights.</p> <p>Explanation for the calculation:</p> <ol style="list-style-type: none"> If faculty members’ teaching equivalence each semester is higher than the average teaching equivalence of all college faculty members (meaning “teaching equivalence of every semester/average teaching equivalence of all college faculty members of each semester” is greater than 1), then the weighted score is “teaching equivalence of every semester/average teaching equivalence of all college faculty members of each semester.” If faculty members’ teaching equivalence each semester is lower than the average teaching equivalence of all college faculty members (meaning “teaching equivalence of each semester/average teaching equivalence of all college faculty members of each semester” is lower than 1), then the weighted score is 1. 		

A22. Key Teaching Projects Promoted by the University (20 points max.) (A22=A22-1+A22-2+A22-3+A22-4+A22-5)		A22 = _____ points	
Item	Scoring	Score	Reviewed by faculty/institute/ department
A22-1. Compulsory Courses	1 point/course; 5 points max. (For courses co-taught, the faculty members may divide the points as agreed; for those without an agreement, the points are equally divided. Each course is given a total of 1 point.)		
A22-2. General Education Courses (Intercollegiate elective, Liberal Arts Courses, and Courses for Professional Services are accounted)	1 point/course; 5 points max. (For courses co-taught, the faculty members may divide the points as agreed; for those without an agreement, the points are equally divided. Each course is given a total of 1 point.)		
A22-3. Courses Taught Completely in English	1 point/course; 5 points max. (For courses co-taught, the faculty members may divide the points as agreed; for those without an agreement, the points are equally divided. Each course is given a total of 1 point.)		
A22-4. Digital Learning Material Certified by the Ministry of Education	2 points/course (subject) material; 6 points max. (For materials co-created, the faculty members may divide the points as agreed; for those without an agreement, the points are equally divided. Each course (subject) material is given a total of 2 points.)		
A22-5. Digital Learning Course Certified by the Ministry of Education	2 points/course (subject); 6 points max. (For courses co-taught, the faculty members may divide the points as agreed; for those without an agreement, the points are equally divided. Each course (subject) is given a total of 2 points.)		
A3. Committee Comprehensive Evaluation (30 points max.; based on materials provided by applicants) The committee shall provide a comprehensive evaluation based on applicants' teaching philosophy, teaching preparation, teaching performance, research supervision, student achievements, and other teaching related advancements in the "Teaching Portfolio."			Committee Evaluation (A3) = _____ points
Teaching Total (A)=A1+A2 + +A3=_____points			

B. Research (100 points total out of 5 years)

B1. Awards (10 points max.)		Subtotal (B1) = _____ points		
Item	Scoring	Self-Evaluation	Approved Score	Department Stamp
Ministry of Science and Technology Distinguished Research Award	Evaluation for award receiver is waived (as stated in NSYSU Regulations for Faculty Evaluation; they are not included in the present evaluation criteria)			
Ministry of Science and Technology Ta-You Wu Memorial Award				
National Award for Arts				
Ministry of Science and Technology Level I Subsidy for Principle Directors (NT\$25,000 per month)	10 points/award			
Ministry of Science and Technology Level II Subsidy for Principle Directors (NT\$20,000 per month)	3 points/award			
Ministry of Science and Technology Level III Subsidy for Principle Directors (NT\$10,000 per month)	1 point/award			
NSYSU Award of Outstanding Research (originally Award of Outstanding Performance in Research)	10 points/award			
NSYSU Outstanding Industrial Collaboration Award (originally Sun Yat-sen Invention Award and Excellent Industrial Collaboration Award)	10 points/award			
NSYSU Professor with Distinguished Employment and Outstanding Faculty Member (including academic and industrial collaboration research types)	10 points/award			
NSYSU Distinguished Faculty Member in Research (including academic and industrial collaboration research types)	3 points/award			
NSYSU Young Scholar Award	3 points/award			

Special achievements in sport competitions (such as receiving an award while representing the university in nation-wide sport competition for educators)	First 3 places in Group A: 2 points/award First 3 places in Group B: 1 point/award			
Other achievements and awards	<u>Scored by committee</u> <u>(3 points max.)</u>			
B2. Research Performance (70 points max.)		Subtotal (B2) =(B2-1+B2-2) = _____ points		
B2-1. Academic Research Achievements		Subtotal (B2-1) = _____ points		
Items	Scoring	Self-Evaluation	Approved Score	Department Stamp
Ministry of Science and Technology “initiative” or “development” types of industry-academia collaborations	Accounted as a government commissioned cooperative education programs recognized by the responsible unit at NSYSU			
International cooperative projects with a budget and a contract	16 points/item/year			
Projects with the Ministry of Culture and National Culture and Arts Foundation	16 points/item/year			
Ministry of Science and Technology Research Projects	12 points/item/year			
Participation in Individual Integrated Project (must be recognized by the Office of Research and Development)	3 points/item/year			
Ministry of Science and Technology “application” type industry-academia collaborations	Accounted as a government commissioned cooperative education program recognized by the responsible unit at NSYSU			
Government commissioned cooperative education programs recognized by the responsible unit at NSYSU	12 points/mark (1 mark for every NT\$1 million in project budget or every NT\$100,000 allocated to the university’s endowment fund)			
	12 points/mark (1 mark for every NT\$330,000 in project budget or every NT\$33,000 allocated to the university’s			

	endowment fund); (applicable to College of Liberal Arts and Social Sciences and the Center for General Education only)				
	12 points/mark (1 mark for every NT\$750,000 in project budget or every NT\$75,000 allocated to the university's endowment fund); (applicable to College of Management only)				
	6 points (for projects with less than NT\$1 million budget)				
	6 points (for projects with less than NT\$330,000) (applicable to College of Liberal Arts and Social Sciences and Center for General Education only)				
	6 points (for projects with less than NT\$330,000) (applicable to College of Management only)				
For non-government (enterprises or corporations) commissioned cooperative education programs recognized by the responsible unit at NSYSU, 1 mark for every NT\$1 million in project budget or every NT\$100,000 allocated to the university's endowment fund.	12 points/mark				
For technology transfer cases recognized by the responsible unit at NSYSU, 1 mark for every NT\$400,000 in transfer fund or every NT\$100,000 allocated to the university's endowment fund.	12 points/mark				
Ministry of Education teaching improvement plan	6 points/ item/year	4 points / every NT\$300,000			
	50 points max.				

B2-2. Theses, Patents, Books or Performances		Subtotal (B2-2) = _____ points		
Item	Scoring	Self-Evaluation	Approved Score	Department Stamp
<i>Nature; Science</i>	60 points/thesis			
Theses published in SCIE, SSCI or AHCI journals	15 points/thesis (applicable only to College of Engineering and Marine Sciences)			
	32 points/thesis (applicable only to College of Liberal Arts, Management, Social Sciences and Center for General Education)			
Theses published in EI, THCI Core, or TSSCI journals (applicable only to College of Engineering and Marine Sciences)	7 points/thesis			
Theses published in EI journals (applicable only to College of Liberal Arts, Management, Social Sciences, and Center for General Education)	7 points/thesis			
Theses published in THCI Core or TSSCI journals (applicable only to College of Liberal Arts, Management, Social Sciences, and Center for General Education)	20 points/thesis			
Other theses published with a review system	5 points/thesis (20 points max.; applicable only for College of Science, Engineering, and Marine Sciences)			
	7 points/thesis (35 points max.; applicable only to College of Liberal Arts, Management, and Social Sciences, as well as the Center for General Education)			
Theses published at an international academic conference with a review system	4 points/thesis (20 points max.; applicable only to College of Science, Engineering, and Marine Sciences)			
Theses published at an domestic academic conference with a review system	2 points/thesis (20 points max.; applicable only to College of Science, Engineering, and Marine Sciences)			
Theses published in an academic conference with a review system	5 points/thesis (50 points max.; applicable only to College of Liberal Arts, Management, and Social Sciences, as well sa the Center for General Education)			

Books or book chapters with a review system	3 points/thesis	6 points/book			
	(20 points max.; applicable only to College of Science, Engineering, and Marine Sciences)				
	6 points/thesis	18 points/book			
	(36 points max.; applicable only to College of Liberal Arts, Management, and Social Sciences, as well as the Center for General Education)				
Performances at an international/ domestic Level I and other venues or large creations/publications	20 points/item				
Performances at an international/ domestic Level II or III and other venues or middle-size creations/publications	8 points/item				
Creative exhibitions or publications	6 points/item				
Related research (including translation, performance, creations, and awards)	<u>Scored by committee</u> <u>(18 points max.)</u>				
For patents recognized by the responsible units at NSYSU and applied by the principal inventor with his/her research outcomes and received in the name of NSYSU, or applied in the name of an individual and transferred to NSYSU (patents co-applied with enterprises not included): 2 points are awarded per patent of R.O.C. or China; 5 points are awarded per patent of the U.S.A., Japan, or the European Union; patents of other countries are determined by the Operation Center of Industry and University Cooperation. One patent recognized by several countries may receive a maximum of 20 points.	20 points/item				

B3. Committee Comprehensive Evaluation (20 points max.) Subtotal (B3) = _____ points (The committee shall provide an evaluation based on research materials provided by applicants for B1. Awards, B2-1. Participation in Research Plans, and B2-2. Theses, Patents and Books or Performances)	
Evaluation Comments	Committee Evaluation
Research total (B) = B1+B2+B3=_____ points	

Note:

1. For research projects to be accounted in “B2-1. Academic Research Achievement,” applicants must be principle investigators of the projects. All applicants participated in each item of the “Ministry of Education Teaching Improvement Plan” may be awarded with scores.
2. To encourage cooperation in the publication of theses, the present evaluation permits all authors to receive the equal scoring.
3. Items “B1. Other Achievements and Awards” and “B2-2. Related research (including translation, performance, creations, and awards)” are determined by each college or Center for General Education.

C. Mentoring and Services (100 points max. for a total of 5 years)

C1. Awards for Mentoring and Services (10 points max.) Subtotal (C1) = _____ points (sum of C11 to C13)			
Item	Scoring	Score	Reviewed by faculty/institute/department
C11. NSYSU Award for Excellent Mentor	10 points / awards		
C12. College Award for Excellent Mentor	6 points / awards		
C13. Recommended by a department for Award for Excellent Mentor	3 points / awards		
C2. Mentoring and Services (60 points max.) Subtotal: C2 = C21+C22 = _____ points			
C21. Mentoring and Services at NSYSU (40 points max.) Subtotal (C21) = _____ points (sum of C21-1 to C21-8)			
Item	Scoring	Score	Reviewed by faculty/institute/department
C21-1. Service as mentors	5 points/ semester		
C21-2. Service in Level I and II managerial positions	15 points/ semester		
C21-3. Service in university, college, department or institute committees	2 points/ semester		
C21-4. Service in student recruitment	5 points/ service		
C21-5. Supervision for examinations at NSYSU	2 points/ service		
C21-6. Service as a supervisor for student activities	3 points/ service		
C21-7. NSYSU Award for Outstanding Supervisor for Student Clubs	10 points/ service		
C21-8. Service as a supervisor for student clubs	3 points/ semester		

C22. Services in the College and the Department/Institute (40 points max.)			
Subtotal (C22) = _____ points (sum of C22-1 to C22-9)			
Item	Scoring	Score	Reviewed by faculty/institute/department
C22-1. Service in laboratories or health and safety certification for laboratories	<u>5 points/</u> <u>service</u>		
C22-2. Service in editing college or department/institute publications and briefs	<u>5 points/</u> <u>service</u>		
C22-3. Participation in examination composition of the entrance examination, exam-related committee, or exam marking	<u>4 points/</u> <u>service</u>		
C22-4. Promotion of various supportive works for science education	<u>5 points/</u> <u>service</u>		
C22-5. Assistance in important academic conferences of the college or the department/institute	<u>5 points/</u> <u>service</u>		
C22-6. Participation in department/institute student activities	<u>4 points/</u> <u>service</u>		
C22-7. Service in promotion of education courses	<u>4 points/</u> <u>service</u>		
C22-8. Assigned to be a representative of the department, institute, college or university in events outside of NSYSU	<u>4 points/</u> <u>service</u>		
C22-9. Other important services	<u>5 points/</u> <u>service</u>		
C3. Committee Comprehensive Evaluation (30 points max.; based on materials provided by the applicants) The committee shall provide a comprehensive evaluation based on applicants' service and student mentoring within and outside of NSYSU in the "Teaching Portfolio."			Committee Evaluation (C3) = _____ points
Mentor and Service total (C) =C1+C2+C3=_____ points			