

NATIONAL SUN YAT-SEN UNIVERSITY

College of Science

Department of Biological Sciences Guidelines of Faculty Evaluations

Issued by the 6th Department General Meeting on March 21, 2006, School Year 94.

Approved by the 5th College of Science Faculty Evaluation Committee Meeting on March 30, 2006, School Year 94.

Amended and approved by the 8th Department General Meeting on June 6, 2006, School Year 94.

Amended and approved by the 303rd University Faculty Evaluation Committee Meeting on June 15, 2006.

Amended and approved by the 4th University General Meeting on June 20, 2006, School Year 94.

Approved and approved by the 6th Department General Meeting on March 23, 2010, School Year 98.

Amended and approved by the 8th Department General Meeting on June 1, 2010, School Year 98.

Approved by the 1st College of Science Faculty Evaluation Committee Meeting on September 27, 2010, School Year 99.

Approved by the 331st University Faculty Evaluation Committee Meeting on December 16, 2010.

Approved by the 1st University General Meeting on October 21, 2011, School Year 100.

Amended and approved by the 5th Department General Meeting on February 18, 2014, School Year 102.

Approved by the 4th College of Science Faculty Evaluation Committee Meeting on March 14, 2014, School Year 102.

Amended and approved by the 8th Department General Meeting on June 10, 2014, School Year 102.

Amended and approved by the 1st Department General Meeting on September 16, 2014, School Year 103.

Approved by the 1st College of Science Faculty Evaluation Committee Meeting on September 22, 2014, School Year 103.

Approved by the 363rd University Faculty Evaluation Committee Meeting on October 16, 2014.

[Approved by the 2nd University General Meeting on December 26, 2014, School Year 103.](#)

- I. The Guidelines of Faculty Evaluations (hereinafter referred to as “the Guidelines”) are specifically issued by the Department of Biological Sciences (hereinafter referred to as “the Department”) of National Sun Yat-sen University (NSYSU) in accordance with NSYSU’s [“Regulations of Faculty Evaluations”](#) in expectations of improving teaching, research, counseling, and service qualities of faculty members of the Department.
- II. All full-time faculty members of the Department shall be evaluated in accordance with the Guidelines. After being approved for the first evaluation, a faculty member is then evaluated every five teaching years.
- III. In accordance with NSYSU’s “Regulations of Faculty and Research Personnel Appointments,” newly appointed faculty members of all levels are considered as passing one evaluation if they are reappointed for the [first time](#) following their first appointed periods. [Full-time faculty members of all levels](#) are considered as passing one evaluation for each when they are promoted from their appointed positions.
- IV. Those who [qualified for non-evaluations](#), as defined by NSYSU’s “Regulations of Faculty Evaluations,” may be exempt from being evaluated.
- V. Faculty members of the Department are evaluated in three items—teaching, research, and counseling and services—with a total score of 100 points. Teaching, research, and counseling and services each accounts for 40%, 40%, and 20% respectively of the overall evaluation. Faculty members who personally hold the Catastrophic Illness Cards or the Disability Manuals may have proportions of their evaluated items adjusted within limits in references to NSYSU’s faculty evaluation regulations.
- VI. Faculty evaluation items and calculations of scores are [in accordance with table of indications of NSYSU’s faculty evaluation regulations](#).
- VII. Faculty members whose evaluations are not approved shall be penalized starting from the next school year. Penalties include no salary raise allowed, not being eligible for applying research leaves or transfers, not allowed to acquire part-time jobs or deliver lectures outside the university, etc. Faculty members whose evaluations are not approved may only apply for

re-evaluation one school year later, and have their penalties removed in the next school year after re-evaluations have been approved.

- VIII. Faculty members shall submit relevant information and documents for evaluations. Personnel who do not submit relevant documents are considered as not approved. Faculty members during transfer periods, on leaves with pays, or on leaves without pays in the evaluation year, who are not at the university to submit relevant documents, may delay their evaluation processes until returning to the university.
- IX. For matters unaddressed in the Guidelines, please refer to relevant regulations.
- X. The Guidelines shall be implemented following establishment by the department general meetings and approvals of the College and University Faculty Evaluation Committees. The same procedure shall be carried out when amendments are to be made. The regulations have been implemented since School Year 95.

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Department of Biological Sciences Guidelines of Faculty Evaluations Comparison Table for Draft Amendments of Articles

Amended Articles	Original Articles	Explanations
I. The Guidelines of Faculty Evaluations (hereinafter referred to as “the Guidelines”) are specifically issued by the Department of Biological Sciences (hereinafter referred to as “the Department”) of National Sun Yat-sen University (“NSYSU”) in accordance with NSYSU’s “Regulations of Faculty Evaluations” in expectations of improving teaching, research, counseling, and service qualities of faculty members of the Department.	I. The Guidelines of Faculty Evaluations (hereinafter referred to as “the Guidelines”) are specifically issued by the Department of Biological Sciences (hereinafter referred to as “the Department”) of National Sun Yat-sen University (“NSYSU”) in accordance with <u>Article 6 of NSYSU’s “Regulations of Faculty Evaluations”</u> in expectations of improving teaching, research, counseling, and service qualities of faculty members of the Department.	Following amendments of the NSYSU’s “Regulations of Faculty Evaluations”, the words specifying the article number is deleted.
III. In accordance with NSYSU’s “Regulations of Faculty and Research Personnel Appointments”, newly appointed faculty members of all levels are considered as passing one evaluation if they are reappointed for the <u>first time</u> following their first appointed periods. <u>Full-time faculty members of all levels</u> are considered as passing one evaluation for each when they are promoted from their appointed positions.	III. In accordance with <u>Article 6 of NSYSU’s “Regulations of Faculty and Research Personnel Appointments”</u> , newly appointed faculty members of all levels are considered as passing <u>their first evaluations</u> if they are reappointed following their first appointed periods. <u>Newly appointed associate professors and assistance professors</u> are considered as passing <u>the next</u> evaluation for each when they are promoted from their appointed positions within <u>eight years</u> .	The specified article number is deleted and content is revised referencing NSYSU’s “Regulations of Faculty Evaluations” in accordance with suggestions from the Office of Academic Affairs on April 30, 2014.
IV. Those who <u>qualified for non-evaluations</u> , as defined by NSYSU’s “Regulations of Faculty Evaluations,” may be exempt from being evaluated.	IV. Those who fulfil the requirements specified in <u>each subparagraph of Article 4 in NSYSU’s “Regulations of Faculty Evaluations,”</u> may be exempt from being evaluated.	Content is revised following NSYSU’s “Regulations of Faculty Evaluations”.
VI. Faculty evaluation items and calculations of scores are <u>in accordance with table of indications of NSYSU’s faculty evaluation regulations</u> .	VI. Faculty evaluation items and calculations of scores are in accordance with <u>“NSYSU College of Science Department of Biological Sciences Table of Indications of Faculty Evaluation”</u>	Revised in accordance with recent amendments in the table of indications of NSYSU’s faculty evaluation regulations.

<p>X. The Guidelines shall be implemented following establishment by the department general meetings and approvals of the College and University Faculty Evaluation Committees. The same procedure shall be carried out when amendments are to be made. The regulations have been implemented since School Year 95.</p>	<p>X. The Guidelines shall be implemented following establishment by the department general meetings and approval of the College and University Faculty Evaluation Committee. The same procedure shall be carried out when amendments are to be made. The regulations have been implemented since School Year 95.</p>	<p>Revised in accordance with the resolution of the University General Meeting.</p>
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