

國立中央大學教學傑出暨優良獎評審實施細則

National Central University Implementation Guidelines for the Evaluation of Outstanding Teaching and Teaching Excellence Awards

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Article 1

National Central University (hereinafter referred to as NCU) Implementation Guidelines for the Evaluation of Outstanding Teaching and Teaching Excellence Awards (hereinafter referred to as the Implementation Guidelines) are stipulated to create a clear selection process for nominating and selecting faculty members to be awarded the Outstanding Teaching Award and the Teaching Excellence Award.

Article 2

The Evaluation Committee for Outstanding Teaching and Teaching Excellence Awards (hereinafter referred to as the Evaluation Committee) consists of the following members: the vice president for academic affairs as the convener, college deans, the director of the Office of Teaching Centers, one faculty representative from each college (including the Office of Teaching Centers), one student representative from each College, faculty members who were awarded Outstanding Teaching Awards of the previous year, and honorary committee members. Faculty members nominated as candidates for the awards cannot serve on the Evaluation Committee.

Article 3

Candidate recommendation:

1. Each teaching unit may select several teachers with teaching excellence and provide specific facts. Selected teachers should be reviewed and approved by the Faculty Evaluation Committee of their College or the Faculty Evaluation Committee of the Office of Teaching Centers and further be recommended as candidates to the Evaluation Committee by the end of March each year.
2. The teachers recommended by each teaching unit must submit the “Recommendation Form for Outstanding Teaching and Teaching Excellence Awards” and the meeting minutes of the Faculty Evaluation Committees of their teaching units at all levels.
3. Each College or the Office of Teaching Centers may recommend at least one candidate; however, the total number of nominees in each unit shall not exceed six percent of the total number of the full-time (and project) faculty of the unit.

Article 4

Evaluation Methods:

The committee members will anonymously evaluate the candidates. The evaluation is divided into two stages:

1. The first stage of evaluation:
 - (1) Each evaluation committee member will consider the candidate's self-recommendation (30%) and the outstanding teaching achievements and evaluation results in the recommendation form (70%). The evaluation criteria and scoring scale will be separately determined by the Evaluation Committee.
 - (2) Each of the following six units has a reserved quota of one candidate to enter the second stage of evaluation: the College of Liberal Arts, the College of Engineering, the School of Management, the College of Electrical Engineering and Computer Science, the College of Earth Sciences (the College and the Center for Space and Remote Sensing Research are

regarded as one unit), and the College of Hakka Studies (the College and the Office of Teaching Centers are regarded as one unit). The College of Science and the College of Health Sciences and Technology are regarded as one unit having a reserved quota of two candidates to enter the second stage of evaluation. The candidate with the highest score in each unit automatically enters the second stage of evaluation. For the rest of the candidates, the Evaluation Committee will select at least 20 candidates to enter the second stage in order by the total scores given.

- (3) If other candidates hold the same score as that of the last-place candidate entering the second stage, all the candidates having the same score shall enter the second stage of evaluation.

2. The second stage of evaluation:

- (1) Each committee member shall vote for ten candidates that have entered the second stage; a vote will be considered spoilt if more or less than ten candidates are selected.
- (2) Five awardees of the Outstanding Teaching Award and fifteen awardees of the Teaching Excellence Award will be selected based on the total number of votes won by the candidates.
- (3) If awardees receive the same number of votes, the Evaluation Committee shall refer to the awardees' scores received at the first stage to determine the ranking.
- (4) If awardees receive the same number of votes at this stage and the same score at the first stage, the committee members shall vote with secret ballots to determine the ranking.

Article 5

The Implementation Guidelines are implemented upon approval of the Evaluation Committee. The same administrative procedures apply to any future amendments.