

**NATIONAL TAIWAN UNIVERSITY**  
**Regulations Governing the Selection and Awarding of**  
**Outstanding Part-Time Faculty Members**

November 10, 2015	Passed by the 2,880 <sup>th</sup> Administrative Meeting
July 23, 2019	Passed by the 3,047 <sup>th</sup> Administrative Meeting
October 15, 2019	Passed by the 3,053 <sup>rd</sup> Administrative Meeting
August 15, 2023	Passed by the 3,151 <sup>st</sup> Administrative Meeting
September 05, 2023	Articles 1 through 8 and 10 amended and promulgated; Article 9 added

Article 1 National Taiwan University (NTU or “the University”) formulates the *Regulations Governing the Selection and Awarding of Outstanding Part-Time Faculty Members* (“the Regulations”) to encourage excellence in teaching and recognize the efforts and contributions of its part-time faculty members.

Article 2 All current part-time faculty members at NTU who have offered courses for three or more semesters over the past 3 years and who do not meet the criteria for exclusion from being recommended as outstanding teaching faculty members, as specified in Article 5, may be eligible as candidates for outstanding teaching faculty members.

The date for determining the qualification criterion in the preceding paragraph shall be January 31 of the year in which the election process takes place.

Article 3 The outstanding teaching awards comprise two categories: the Distinguished Teaching Award and the Outstanding Teaching Award. Recipients will be presented with a certificate of achievement and a plaque and shall be commended publicly.

Article 4 In principle, Distinguished Teaching Awards shall be presented to 0.5% of the University’s eligible part-time faculty members, and Outstanding Teaching Awards shall be presented to 4.5% of eligible part-time faculty members. NTU shall determine the proportion of the awards allocated to each college based on their number of eligible part-time faculty members.

In accordance with the calculation specified in the preceding paragraph, the allocated quota shall be calculated up to the second decimal place if it is not a whole number. The decimal part of the quota shall be added to the quota of the following year. However, if the quota can be rounded to a whole number, the rounded number may be taken as the allocated quota by the respective college, provided that the difference between the rounded number and the

originally allocated quota is deducted from the calculated quota in the following year.

If the quota calculated according to the first paragraph is a whole number and is not fully utilized in the given year, it shall not be carried over.

Article 5 The Distinguished Teaching Award is granted once every five years, and recipients are not eligible to be recommended again within five years from the academic year they received the award. There are no limitations on the number of times one can receive the Outstanding Teaching Award.

Faculty members who have received the Distinguished Teaching Award three times or more, including two times during their tenure as adjunct professors, shall be recognized as lifetime recipients of the Distinguished Teaching Award and will no longer be eligible for a recommendation.

Article 6 The selection process of the Outstanding Teaching Faculty Member shall be conducted in two stages as follows:

1. The first stage shall be conducted by the selection panel of each department/graduate institute/degree program, which shall review the End-of-semester Course Survey results for each semester in the past 3 years and select the suitable number of candidates before recommending them to their respective colleges. Candidates shall be selected from among faculty members of courses that receive 10 or more responses, have a response rate of 40% or more from students who take the course, and have a score of 4.1 or higher on the questionnaire End-of-semester Course Survey. No more than 10% of the eligible part-time faculty members of any department/graduate institute/degree program may be selected for recommendation to their respective college.
2. The second stage shall be conducted by each college, where award recipients will be selected from the list of award candidates selected in the first stage. The final selection results shall be submitted to the University by the end of April of that year for award presentation purposes.

If necessary, departments/graduate institutes/degree programs under the same college may conduct the selection of recommended candidates for Outstanding Teaching Faculty Member jointly once approved by their respective colleges.

Article 7 Each department/graduate institute/degree program shall form a panel to select several award candidates from among part-time faculty members and submit the list to their respective college selection committee for final selection.

Each college shall establish an Outstanding Teaching Faculty Member Selection Committee (the "Selection Committee") to decide on a list of recommended candidates chosen from among the shortlisted faculty members by referencing the statistical results of the End-of-semester Course Survey and taking into account the candidates' past teaching achievements and other related information.

Article 8 The Center for General Education (the "Center") shall establish the Selection Committee and apply provisions in Article 6 mutatis mutandis, or separate directives for selection may be formulated. The Center's Selection Committee shall be responsible for selecting the allocated number of candidates for the Outstanding Teaching Award from among the part-time faculty members at the Center. The list of the top 5% of part-time faculty member award candidates selected by the Center shall be submitted to the University before the end of May each year for award presentation purposes.

Article 9 If part-time faculty members recommended by the University as outstanding teaching faculty members are involved in any of the following situations, their award eligibility shall be revoked by their respective colleges before receiving the award, or their award eligibility shall not only be revoked but also, if they have already received the award, the certificate and plaque presented according to Article 3 shall be retrieved by the Office of Academic Affairs:

1. Engaging in serious instances of improper teaching that significantly impact the selection result.
2. Inaccuracies or mistakes arising during the selection process, or providing false or incorrect information.
3. Engaging in inappropriate behavior that affects the selection result.

The procedures for revoking or invalidating a faculty member's award eligibility are as follows:

1. Upon receiving a complaint or discovering that an award-receiving faculty member is involved in any of the situations described in the preceding paragraph, the respective college of the award-receiving

[Promulgated on September 05, 2023]

faculty member shall form an investigation panel to conduct an investigation.

2. After the investigation panel has made its professional judgment, it shall prepare an evaluation report and submit it to the University Faculty Evaluation Committee ( the “Faculty Evaluation Committee”) for deliberation.
3. Upon approval by the Faculty Evaluation Committee, the faculty member's respective college shall revoke or invalidate their award eligibility.

Article 10 The Regulations shall be passed by the Administrative Meeting and then implemented on the date of promulgation.