

NATIONAL TAIWAN UNIVERSITY

Regulations for the Evaluation of Full-Time Specialists

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- October 25, 2022 Promulgation of amended Articles 1 through 3, 5, 7, and 8 through 12 via NTU official letter Hsiao Chiao Tzu No. 1110083362

Article 1 National Taiwan University (NTU or “the University”) formulates the NTU *Regulations for the Evaluation of Full-time Specialists* (“the Regulations”) in accordance with Article 15, Paragraph 1 of the NTU *Faculty Evaluation Guidelines* in order to improve the quality and standard of teaching by specialists engaged for full-time teaching (“full-time specialists”).

Article 2 Quota-based full-time specialists belonging to all colleges of the University and appointed in accordance with the NTU *Employment Directives for Specialist Teaching* shall undergo evaluation.

Colleges referred to herein shall include all NTU colleges and the NTU Center for General Education.

Article 3 Evaluation schedules for full-time specialists of all ranks are as follows:

1. Full-time Instructor Rank Specialists shall be subject to a first-time evaluation by their college within their third to fifth year of service, and shall subsequently be evaluated by their college every three years (or less) upon passing the first-time evaluation.
2. Full-time Assistant Professor Rank Specialists shall be subject to a first-time evaluation by their college within their third to fifth year of service, and shall subsequently be evaluated by their college every three years (or less) upon passing the first-time evaluation.
3. Full-time Associate Professor Rank and Professor Rank Specialists shall be evaluated by their respective colleges every five years (or less).

In the event that a full-time specialist has been transferred from another academic program in the University to the current one, their current evaluation time frame shall take into consideration the time during which they served as a full-time faculty member or a full-time specialist in their previous academic program.

In the event that a full-time specialist at or below the rank of associate professor becomes eligible for promotion after taking into consideration the time they served in an external institution, said specialist may undergo evaluation in advance upon the approval of their current academic program.

In the event that a full-time specialist's promotion has been approved, their next evaluation time frame shall start from the same semester in which their

promotion is approved.

Should respective colleges have stricter regulations governing the matters prescribed in Paragraphs 1 through 4 of this Article, said collegiate regulations shall prevail.

Article 4 Full-time specialists may only put forth their request for promotion after passing the evaluation.

Colleges may, after taking into consideration specific requirements for their academic development, establish their own evaluation regulations for the timely promotion of Assistant Professor Rank Specialists by the stipulated deadline.

Article 5 In the event that a full-time specialist fails the evaluation, the college shall notify said specialist, specify the reasons for their failure, and provide advice for improvement regarding their teaching, research, services, and performance. The college shall also facilitate the specialist's affiliated department/graduate institute/degree program (“the academic program”) in assisting the specialist, who shall be re-evaluated by the college within two years (starting from the semester following the said failed evaluation). Full-time specialists who fail the re-evaluation shall be subject to non-renewal of appointment or severance in accordance with the resolution by the faculty evaluation committees at the college (“College Faculty Evaluation Committee”) and university levels, as stipulated in Article 5, Paragraph 1 of the *NTU Faculty Evaluation Guidelines*.

In the event that a full-time specialist fails to be evaluated within the specified time frame, or if the documents for evaluation are found to be falsified in a way that affects the evaluation results, said specialist shall be deemed to have failed the evaluation.

Article 6 All full-time specialists who have any objection to their evaluation results may file a grievance to the NTU Faculty Member Grievances Committee or file an appeal to the Ministry of Education within 30 days starting from the day after the receipt of their evaluation results.

Article 7 Full-time specialists who fail their most recent evaluation may not apply for associate professor's or professor's sabbatical, and, starting from the following academic year, shall be ineligible for salary raise, off-campus part-time positions, part-time teaching, and temporary transfers; in addition, they may not extend their service, serve on NTU faculty evaluation committees at any level, or as the head of any administrative or academic unit at the University.

Upon passing the re-evaluation, full-time specialists shall be allowed to take on a part-time position, teach part-time, or be transferred temporarily, and, starting from the following academic year, may be granted a salary raise. The restoration of other rights listed in the preceding paragraph shall be governed by the relevant regulations.

Article 8 The provisions stipulated in the *NTU Faculty Evaluation Guidelines* and the *NTU Directives for the Establishment and Operation of the Faculty Evaluation Exemption Eligibility Review Panel* shall apply *mutatis mutandis* to full-time Professor Rank Specialists intending to apply for evaluation

exemption, as well as the review of said applications.

- Article 9 In the event that a full-time specialist approved for evaluation exemption violates or fails to carry out the responsibilities stipulated in their Letter of Appointment, their affiliated academic program shall submit the relevant supporting documents to the collegiate evaluation panel or committee and the NTU Faculty Evaluation Exemption Eligibility Review Panel for review, and then to the NTU President for approval, after which the specialist's evaluation exemption eligibility shall be revoked.

Full-time specialists whose evaluation exemption eligibility is revoked shall be evaluated in the next academic year, and may not apply for evaluation exemption within the next three years (inclusive), starting from the semester following the revocation of their exemption eligibility.

- Article 10 Should a full-time specialist be granted unpaid leave, the leave period shall not count towards their stipulated evaluation time frame.

Full-time specialists undergoing childbirth or childcare for a toddler under the age of three during their stipulated evaluation time frame may apply for a deferral of the evaluation by submitting supporting documents to their college and the University for approval. Upon approval by their college and the University, the evaluation may be deferred for one year starting from the semester in which the evaluation was scheduled to be conducted. However, a deferral on account of childcare for a toddler under the age of three may only be granted once.

Full-time specialists who encounter dire circumstances during their stipulated evaluation time frame may apply for a deferral of the evaluation by submitting supporting documents to their college and the University for approval. Upon approval by their college and the University, the evaluation may be deferred for one year starting from the semester in which the evaluation was scheduled to be conducted. A deferral on account of dire circumstances may be granted no more than twice within the same evaluation time frame.

Should respective colleges have stricter regulations governing the matters prescribed in Paragraphs 2 and 3 of this Article, said collegiate regulations shall prevail.

- Article 11 Colleges shall formulate their respective regulations for the evaluation of full-time specialists in accordance with the Regulations. The evaluation items, criteria and procedures for full-time specialists of all ranks shall be prescribed therein. Said regulations shall be submitted to the University's Administrative Meeting for approval, and implemented on the date of promulgation.

- Article 12 Full-time specialists of all ranks shall be evaluated within their stipulated evaluation time frame. The evaluation shall be completed by the end of April each year, following which the evaluation results and meeting minutes shall be submitted to the University for reference.

In the event that a college authorizes its academic programs to carry out evaluation of full-time specialists in accordance with collegiate evaluation regulations, said academic programs shall, after the completion of the evaluation, submit the evaluation results to the college for review. The college shall then notify the evaluated specialist of said results.

Colleges shall notify full-time specialists who have failed their evaluation of their right to file a grievance or appeal in accordance with the provisions stipulated in Article 6 herein.

Article 13 Matters not addressed herein shall be subject to other applicable regulations.

Article 14 The Regulations shall be passed by the University Council, and then implemented on the date of promulgation.