

Regulations for Faculty Promotion Review, College of Science, Chung Yuan Christian University

Approved on April 13, 2001 at the 6th meeting of the academic year of 2000 by the College Faculty Evaluation Committee, College of Science
Approved on May 11, 2001 at the 3rd College Affairs Meeting of the academic year of 2000, College of Science
Revised on September 5, 2012 at the 1st meeting of the 1st semester of the academic year of 2012 by the College Faculty Evaluation Committee, College of Science
Revised on October 17, 2012 at the 1st College Affairs Meeting of the 1st semester of the academic year of 2012, College of Science
Revised on November 13, 2012 at the 3rd meeting of the 1st semester of the academic year of 2012 by the College Faculty Evaluation Committee, College of Science
Revised on November 19, 2012 at the 2nd College Affairs Meeting of the 1st semester of the academic year of 2012, College of Science
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- Article 1 These regulations have been established in accordance with the university's Regulations for the Establishment of Faculty Review Committee and Regulations for Faculty Promotion Review.
- Article 2 Faculty members of the College of Science who wish to apply for promotion must first pass the review by the department faculty evaluation committee. Upon approval, the results and comments will be submitted by the committee to the Dean, who will forward them to the College Faculty Evaluation Committee (hereafter referred to as "the Committee") for further review.
- Article 3 The review process of the Committee is as follows:
1. Full-time faculty must achieve at least 75 points in the "Teaching" category of the college's faculty evaluation within the three years prior to their application after obtaining the previous level of faculty qualification and meet the relevant teaching criteria (as outlined in Appendix 1). They must also fulfill the "Service and Advising" criteria (as outlined in Appendix 2); Part-time faculty must achieve an average teaching evaluation score of 4.0 (or 80 points) over the past four semesters and meet the "Service and Advising" criteria (as outlined in Appendix 2). Only then can they proceed to the Committee for review.
 2. Applicants must submit research works or achievements, including representative works and supplementary works, that were published after attaining their previous level of faculty qualification.
If substituting publications with works, certificates of achievement, or technical reports, the conditions must comply with the Ministry of Education's evaluation standards.
If submitting teaching practice research results, the conditions must adhere to the Ministry of Education's relevant standards and comply with the university's "Teaching Practice Research" evaluation criteria (as outlined in Appendix 3).
If submitting industry-academia collaboration research results, the conditions must adhere to the Ministry of Education's relevant standards and comply with the university's "Industry-Academia Collaboration" evaluation criteria (as outlined in Appendix 4).
 3. Applicants must conduct a public academic presentation on their promotion application within the university before the Committee convenes.
 4. Applicants must provide an oral report to the Committee on their teaching, research, service, and advising achievements and answer questions related to

their promotion application.

5. Committee members will review the applicant's performance in teaching, research, service, and advising, taking into account the department evaluation committee's opinions and the oral report. The passing criteria for promotion are as follows:

- (1) For promotion to Assistant Professor: a score of 70 or above.
- (2) For promotion to Associate Professor: a score of 75 or above.
- (3) For promotion to Professor: a score of 80 or above.

The Committee's recommendations, if approved, will be submitted by the Dean to the President for further deliberation by the university faculty evaluation committee.

Article 4 The Committee comprises seven to nine professors, with at least two-thirds of all members required to attend for a meeting to proceed. A resolution passes only if approved by more than two-thirds of those present. Once the resolution is passed, it will be submitted to the President for deliberation by the university faculty evaluation committee.

Article 5 If an applicant is not approved, the committee shall notify the applicant in writing of the results and reasons within one week after the review. If the applicant has concerns about the review outcome, they may apply for a re-evaluation according to the university's regulations for faculty promotion re-evaluation applications.

Article 6 Matters not covered by these regulations shall be handled in accordance with relevant regulations.

Article 7 These guidelines shall take effect upon approval by the College Affairs Meeting and subsequent review and approval by the University Faculty Evaluation Committee. The same applies to any amendments.

Evaluation Criteria for the “Teaching” Aspect of Faculty Promotion at the College of Science, Chung Yuan Christian University

(1) **Basic Review Indicators** (Full compliance with each item grants the corresponding score, for a maximum total of 70 points)

Item	Category	Description
1	Course Syllabus (10 points)	Completion of syllabus and teaching plan registration in the system as required, with no serious delays in the past 3 years, unless due to reasons beyond the instructor’s control.
2	Teaching Hours (10 points)	Fulfillment of teaching hours as stipulated by the university and adherence to the teaching plan.
3	Grade Submission (10 points)	Submission of student grades on time without serious delays in the past 3 years, unless due to reasons beyond the instructor’s control.
4	Teaching Evaluation (40 points)	Achieving a teaching evaluation average within the top 75% percentile in the college or a score of 4.0 or higher in the past 3 years, unless due to reasons beyond the instructor’s control as prescribed in Item 3, Article 3 of Chung Yuan Christian University’s Teaching Evaluation Regulations.

(2) **Development Review Indicators** (Meeting any one of the criteria below grants 30 points)

Item	Description
1	Development of teaching materials, tools, or improvements in teaching effectiveness.
2	Demonstrated expertise in professional education or general teaching performance.
3	Honors or recognition for excellence in teaching.
4	Supervising undergraduate research, projects, or mentoring students in self-directed learning programs.
5	Offering at least 1 Problem-Based Learning (PBL), Project-Based Learning (PBL), micro, or deep-dive course per year in the past 3 years, or integrating innovative teaching methods such as flipped classrooms, digital technology, or Activity Facilitated Learning (AFL).
6	Offering at least 1 distance learning course within the past 3 years.
7	Serving as a workshop leader for teaching training programs at least once in the past 3 years.
8	Obtaining the “Advanced Program” certificate from the National University Instructor Professional Certification Program before applying for promotion to Associate Professor.
9	Obtaining the “Macro Program” certificate from the National University Instructor Professional Certification Program before applying for promotion to Full Professor.
10	Providing supporting materials from relevant units for teaching and administrative contributions.
11	Receiving funding for teaching practice research or teaching improvement projects.
12	Other teaching-related achievements. (As specified by the respective colleges)

Evaluation Criteria for the “Service and Advising” Aspect of Faculty Promotion at the College of Science, Chung Yuan Christian University

(1) **Basic Review Indicators** (Full-time faculty who serve as advisors must be evaluated according to item 3)

Item	Category	Description
1	Service	Full-time faculty: Actively participate in departmental (or institute, office, center, program, or degree track) meetings and activities during the three years preceding the promotion application.
2	Service and Advising	Full-time faculty: Achieve an average score of 80 or above in the “Service (including Advising)” category of faculty evaluations during the three years preceding the promotion application.
3	Advising	<p>Full-time faculty seeking promotion: For those who served as mentors during the three years preceding the promotion application, they must fulfill mentorship duties and obligations, including:</p> <ol style="list-style-type: none"> (1) Scheduling at least two hours of weekly advising time for student consultations. (2) Hosting mentor sessions twice per semester and completing online records. (3) Attending university-wide and college-level advisor meetings. (4) Counseling students identified for academic warnings (e.g., academic dismissal or midterm alerts) and completing records. (5) Assisting first-year undergraduate students with orientation and completing “New Student Immediate Records”. (6) Providing individual guidance and recording interactions (e.g., notes on student well-being, academic performance, social interactions, safety advice, absences, or incidents of cheating). <p>Adjunct faculty seeking promotion (meeting any one of the following criteria is sufficient):</p> <ol style="list-style-type: none"> (1) Facilitating student employment or organizing corporate visits. (2) Documenting efforts as advisor (e.g., interaction notes or related evidence). (3) Contributing to society or academic fields. (4) Other foundational tasks approved by the College Faculty Evaluation Committee (must not overlap with development review indicators).

(2) Development Review Indicators (Full-time faculty not serving as advisors must meet at least two criteria. Others must meet one criterion)

Item	Description
1	Holding a managerial or deputy managerial position in the university's administrative or academic units during the three years preceding the promotion application.
2	Serving as a member of various university committees during the three years preceding the promotion application.
3	Acting as a faculty advisor for student clubs or as a team leader for athletic teams during the three years preceding the promotion application.
4	Teaching service-learning courses at the university during the three years preceding the promotion application.
5	Participating in mentorship training workshops organized by the university's Office of Student Affairs during the three years preceding the promotion application.
6	Serving as a career mentor, director of the college career office, or director of the college globalization promotion office during the three years preceding the promotion application.
7	Other development tasks approved by the College Faculty Evaluation Committee .

Evaluation Criteria for “Teaching Practice Research” of Faculty Promotion at the College of Science, Chung Yuan Christian University

(1) “Basic Indicators for Teaching Practice Research Evaluation” (Full compliance with each item grants the corresponding score; the total maximum score is 70)

Item	Category	Description
1	Course Syllabus (10 points)	Completion of syllabus and teaching plan registration in the system as required, with no serious delays in the past 3 years, unless due to reasons beyond the instructor’s control.
2	Teaching Hours (10 points)	Fulfillment of teaching hours as stipulated by the university and adherence to the teaching plan.
3	Grade Submission (10 points)	Submission of student grades on time without serious delays in the past 3 years, unless due to reasons beyond the instructor’s control.
4	Teaching Evaluation (40 points)	Achieving a teaching evaluation average within the top 75% percentile in the college or a score of 4.0 or higher in the past 3 years, unless due to reasons beyond the instructor’s control as prescribed in Item 3, Article 3 of Chung Yuan Christian University’s Teaching Evaluation Regulations.

(2) “Excellence Indicators for Teaching Practice and Research Evaluation”
(Compliance with any one item grants **30 points**)

Item	Category	Description
1	Utilization of Digital Courses	Independently offering at least 1 open course (OCW), MOOC, digital certification, or distance learning course for a total of 2 semesters or more within the past 5 years.
2	Teaching Awards	Receiving national, university-level, or college-level teaching excellence awards at least once within the past 7 years.
3	Full English-Taught Courses	Receiving incentives for excellent performance in teaching professional full English-taught courses at least twice within the past 5 years.
4	Guiding Student Theses	Guiding students to produce theses that won awards at the university or external level at least twice within the past 3 years.
5	Guiding Student In Competitions	Guiding students to participate in teaching-related competitions and win awards at the university or external level at least twice within the past 3 years.
6	Promoting Policy-Based Programs	Serving as the director of employment or interdisciplinary credit programs for a total of 2 years or more within the past 3 years.
7	Assisting Students with Certification	Assisting students in obtaining national certifications at least 5 times within the past 3 years.
8	Innovative Teaching Practices	Offering at least 1 course annually for 3 consecutive years that employs innovative teaching methods, such as Problem-Based Learning (PBL), Project-Based Learning, micro-courses, deep bowl courses, flipped learning, digital technology, or Activity-Facilitated Learning (AFL).
9	Teaching Practice Research or Improvement Projects	Securing a government-funded teaching practice research or teaching improvement project after obtaining the previous level of faculty qualification.
10	Other Excellent Teaching Practices	(1) Conducting internal or external teaching-related projects (as the principal investigator/co-principal investigator, collaborating investigator, or participant responsible for teaching or related tasks). (2) Developing lesson plans or teaching materials. (3) Engaging in other teaching-related activities supported by evidence (e.g., invited lectures at internal/external teaching seminars or participation in teaching-related seminars).

※ Contents of individual basic and excellence indicators must not be repeatedly evaluated.

Evaluation Criteria for “Industry-Academia Collaboration” of Faculty Promotion at the College of Science, Chung Yuan Christian University

(1) Basic Indicator for Industry-Academia Collaboration Evaluation (must meet one of the following criteria)

Item	Category	Description
1	Industry-Academia Collaboration Funds and Administrative Fees:	In the past five years, at least 3 industry-academia collaboration projects must have been signed under the university’s name. For promotion to professor, the total funding must amount to at least NT\$8 million, with administrative fees reaching at least NT\$1.2 million. For promotion to associate or assistant professor, the total funding must amount to at least NT\$5 million, with administrative fees reaching at least NT\$750,000.
2	Actual Revenue from Technology Transfer and Royalties:	In the past five years, at least 3 technology transfer projects must have been signed under the university’s name, either with or without the National Science and Technology Council. For promotion to professor, the total funding must amount to at least NT\$5 million, with royalty payments reaching at least NT\$1 million. For promotion to associate or assistant professor, the total funding must amount to at least NT\$4 million, with royalty payments reaching at least NT\$800,000.
3	Mixed Category	In the past five years, at least 3 projects categorized as Type 1, Type 2, or a combination of both must have been signed under the university’s name. The proportion of Type 1 and Type 2 projects can be chosen freely, but their combined total funding must meet 100% of the required amount for the intended promotion level. The same calculation standard applies to administrative fees and royalty payments. The amounts for each category cannot be double-counted.

※Contract dates determine qualification for industry-academia collaboration/technology transfers; agreements must be logged with the university’s research office. Applicants must be project leaders. For co-leadership, funding is divided proportionally.

(2) “Industry-Academia Evaluation” Excellence Indicators (must meet one of the following criteria)

Item	Category	Description
1	Actual Results in Collaboration	Provide technical consultation, innovative service management, or product design for at least one case with proven performance.
2	Collaboration Outcomes	Organize education/training programs, seminars, or internships with measurable outcomes verified through follow-up.
3	Collaboration Effectiveness	Apply professional expertise to propose management, marketing theories, or methods benefiting industries, with verifiable effectiveness.
4	Sustainability of Collaboration	Assist with technology transfer or guide alumni and the public in founding start-ups, demonstrating social responsibility.

※Contents of individual basic and excellence indicators must not be repeatedly evaluated.