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National Central University College of Science Enforcement Rules for Faculty Evaluation

Approved for future reference by the 4th NCU Faculty Evaluation Committee of the 2023 Academic Year on March 26, 2024

- Article 1 In order to boost the sense of honor as well as enhance the standards of teaching, research, counseling, and services among the faculty of the College of Science (hereafter referred to as “the College”), National Central University (NCU), these Enforcement Rules (hereafter referred to as “the Enforcement Rules”) were stipulated in accordance with National Central University’s Guidelines on Faculty Evaluation Criterion (hereafter referred to as “the Guidelines”).
- Article 2 All full-time members of the College faculty, unless otherwise specified by regulations, should undergo their first evaluation after serving four years at NCU and should be evaluated every four years thereafter. The length of service for the sake of faculty evaluations shall be calculated up to the end of July in the year when the faculty evaluation is scheduled.
- Article 3 The schedule for faculty evaluations and eligibility for exemption from evaluation shall be in accordance with the Guidelines.
- Article 4 Faculty evaluations are divided into two steps, including the preliminary evaluation at the department/graduate institute level and the final evaluation at the College-level. Faculty members who fail the preliminary evaluation are required to report to the College. No final evaluation will then be conducted by the College, and they will be considered as having failed the evaluation.
- Article 5 Each department/graduate institute shall formulate its own rules and pass criteria for the preliminary evaluation.
- Each department/graduate institute shall conduct its own evaluations based on the newly established evaluation rules. Evaluations conducted within two years of the new evaluation rules being stipulated may still continue to apply the previous evaluation rules.
- Article 6 The final evaluation will be scored using a points system. The items for evaluation and the scoring method were defined in the “National Central University College of Science Faculty Evaluation Form.”
- Faculty members being evaluated must meet all of the following conditions simultaneously in order to pass the College final evaluation:
1. They must obtain a score of 8 points or higher for (1) actual teaching, except in cases where conditional approval was granted under the second half of Article 16 of the National Central University Regulations on the Calculation of Faculty Members’ Teaching Hours; the subtotal for Teaching Performance must also equal to or exceed 10 points.
 2. The subtotal for Research Performance must be equal to or higher than 3 points.
 3. The subtotal for Counseling and Service Performance must be equal to or higher than 4 points.
 4. The cumulative performance score from the three areas of Teaching, Research, Counseling, and Service must be equal to higher than 28 points.

If the faculty member under evaluation fails to meet the evaluation standards described above, their case shall be individually reviewed by the College Faculty Evaluation Committee. A secret ballot is conducted by members in attendance and more than (or equal to) two-thirds votes were voted to pass for the final evaluation,

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the faculty member is deemed to have passed the College final evaluation. The faculty member in question may be invited to explain the matter during the review.

Article 7 During faculty evaluations, the preliminary evaluation at the department/graduate institute level should be completed by the end of September of the same year. Those who fail the evaluation should be reported to the College Faculty Evaluation Committee and treated in accordance with Article 4 of these Enforcement Regulations. Faculty members who pass the preliminary evaluation shall fill out the “NCU College of Science Faculty Evaluation Form”. Each department/institute shall verify the score for each evaluation item against the information provided by the faculty member before submitting the form to the College Faculty Evaluation Committee for review. The College Faculty Evaluation Committee should complete its evaluation by the end of October and forward the outcome to the NCU Faculty Evaluation Committee for reference.

Article 8 Those who fail the evaluation shall be dealt with in accordance with the Guidelines. Substantive counseling measures shall also be submitted to the College Faculty Evaluation Committee by their departments/graduate institutes for review. If a request for final evaluation is made, it must first undergo review and approval by the department/graduate institute faculty evaluation committee before being submitted to the College Faculty Evaluation Committee for final evaluation, in accordance with Article 6 of these Enforcement Rules. The length of service in the final evaluation is calculated as the four preceding years starting from the end of July in the same year.

If a faculty member did not teach enough classes and was unable to make up the requisite number of teaching hours in accordance with Paragraphs 2 and 3 of Article 20 of the NCU Regulations on the Calculation of Faculty Members’ Teaching Hours, they shall be deemed to have failed the evaluation.

Article 9 Any matters not covered by these Enforcement Rules shall be conducted in accordance with the Guidelines.

Article 10 These Enforcement Rules were stipulated by the College Faculty Evaluation, approved by the College Affairs Committee, and submitted to the NCU Faculty Evaluation Committee for reference before implementation. Amendments shall follow the same procedure.