

National Taiwan University of Science and Technology

Regulations on Routine Faculty Evaluation in the School of Management

Passed at the 2nd College Affairs Meeting of the 2000–2001 academic year on March 15, 2001
Amended and passed at the 8th College Affairs Meeting of the 2002–2003 academic year on March 19, 2003
Amended and passed at the 10th College Affairs Meeting of the 2002–2003 academic year on June 10, 2003
Amended and passed at the 1st College Affairs Meeting of the 2010–2011 academic year on Sep. 30, 2010
Amended and passed at the 6th College Affairs Meeting of the 2012–2013 academic year on June 10, 2013
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Amended and passed at the 4th College Affairs Meeting of the 2022–2023 academic year on Nov. 22, 2022
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- Article 1** The School of Management (hereinafter referred to as “the School”) of National Taiwan University of Science and Technology (hereinafter referred to as “the University”) has established the Regulations on Routine Faculty Evaluation in the School of Management (hereinafter referred to as “the Regulations”) in accordance with the University’s Guidelines for Routine Faculty Evaluation.
- Article 2** All full-time salaried faculty members of the School shall undergo routine performance evaluations unless otherwise stipulated in the University’s Guidelines for Routine Faculty Evaluation. Whether full-time, nonsalaried faculty members are to be evaluated is determined by the School’s Faculty Evaluation Committee.
- Article 3** In accordance with the University’s policy, the School shall conduct comprehensive faculty member evaluations every 3 years, covering the areas of teaching, service and counseling, and research.
- Article 4** Newly appointed faculty members who have served in the University for less than 3 years may be exempted from routine faculty evaluations.
Newly appointed lecturers, assistant professors, and associate professors who have not participated in university-wide routine performance evaluations before submitting an application for promotion shall undergo an individual performance evaluation conducted by the School. Faculty members who fail to pass this evaluation shall be subject to the provisions of Article 5 of the University’s Guidelines for Routine Faculty Evaluation.
- Article 5** Faculty members who cannot be subject to evaluations because of childbirth, extended medical leave, or other major unforeseen events may apply for a deferral. Upon the submission of valid supporting documents, approval by the School, and ratification by the University, such a deferral may be granted. However, the deferral period may not exceed 3 years.
- Article 6** Each department or institute shall submit relevant evaluation materials (including supporting documents) and evaluation results to the School’s Faculty Evaluation Committee for review.
- Article 7** The School’s Faculty Evaluation Committee may convene meetings only when at least two-thirds of its members are present. Any committee member who is subject to evaluation shall recuse themselves from deliberation.

Article 8 Faculty members who meet any of the exemption criteria stipulated in Article 6, Paragraph 1, Subparagraph 2 of the University's Guidelines for Routine Faculty Evaluation and who seek exemption from evaluation for the current cycle must complete the School's Comprehensive Review Form for Faculty Applying for Evaluation Exemption. Only upon passing this comprehensive review may the faculty members be exempted from the current evaluation cycle. Faculty members who fail this review shall be subject to the evaluations for the current period.

Faculty members who are subject to routine faculty evaluations on the basis of the comprehensive review results must complete the School's Routine Faculty Evaluation Worksheet and submit it to the School's Faculty Evaluation Committee for deliberation.

Article 9 The School's Faculty Evaluation Committee shall review the evaluation materials and results submitted by each department or institute and create, through resolution, a list of faculty members **subject to** further review by the University Faculty Evaluation Committee. This list shall comprise at least 10% of all faculty members under evaluation in the School, rounded to the nearest whole number.

Faculty members whose evaluations are not approved by the University Faculty Evaluation Committee shall be subject to the following procedures and must undergo a reevaluation 1 year after the semester following the original evaluation:

1. The School, the department or institute **affiliated with the faculty members**, and the Office of Academic Affairs shall provide appropriate assistance and guidance to the faculty members.
2. The faculty members shall be ineligible to apply for promotion.
3. Starting from August of the academic year following the original evaluation, the faculty members shall not receive a salary raise, shall not be eligible for overtime pay, and shall not work or teach part-time employment off-campus. Depending on the circumstances of each case, the University may additionally impose relevant restrictions or penalties in accordance with its faculty appointment agreements.

If the faculty members pass the reevaluation, the restrictions specified in Subparagraphs 2 and 3 shall be lifted starting from August of the academic year following the reevaluation. If the faculty members do not pass the reevaluation, the case shall be handled in accordance with Articles 5 and 5-1 of the University's Guidelines for Routine Faculty Evaluation.

Article 10 Deliberations by the School's Faculty Evaluation Committee shall be based primarily on written documentation. However, when deemed necessary, the committee may invite the faculty members under evaluation to provide supplementary written materials or to attend the meetings for explanations. Relevant personnel may also be invited to attend the meetings as nonvoting participants.

Article 11 Pursuant to Article 8-1 of the University's Regulations Governing the Recruitment and Promotion of Faculty, starting from the 2007–2008 academic year, newly appointed lecturers, assistant professors, and associate professors shall be exempt from the School's routine faculty evaluation while they are under review for contract extension, second extension, or nonrenewal due to promotion failure, provided that these review cases do not involve serious violations of faculty appointment agreements. These cases shall not be subject to the restrictions outlined in Article 5, Paragraph 1, Subparagraph 2 of the University's Guidelines for Routine Faculty Evaluation. The same applies to faculty members undergoing reevaluation, extended evaluation, or special evaluation during the aforementioned periods.

Article 12 Any matters not addressed in the Regulations shall be handled in accordance with relevant rules and policies.

Article 13 The Regulations shall be implemented after being passed at the College Affairs Meeting and reported to the University for recordkeeping, with any amendments subject to the same approval process.