

Teacher Evaluation Score Sheet for the College of Engineering in National Chung Hsing University

Name of the Teacher: _____ Unit: _____ Level: _____
 Length of Service: _____ Year(s) _____ Date of Evaluation: yyyy/mm/dd

※ Teachers are invited to choose their preference on the marking ratios.

- A: 30 points for teaching, 50 points for research and 20 points for service.
- B: 50 points for teaching, 30 points for research and 20 points for service.

Signature of the Teacher:

※ The appraisers are asked to rate the appraisee's teaching, research and service in the past three years.

Sub-item	Detailed items and descriptions	Score	Subtotal	Total Score
Teaching ()	1. Whether the number of teaching hours, including classroom and practical hours, meet the requirements. (If the total number of hours taught reaches the required number of hours after deduction of each item, a basic score of full marks will be awarded for this item) 【Accounting for 70%】			
	2. Description of teaching performance. (including recognition of good teachers, teaching evaluation ^{Note 1} , development of course materials, participation in teaching and research activities, etc.) 【Accounting for 30%】			
Research ()	1. Publications (journal papers, conference papers, monographs, patents, other publications, etc.) (Two representative publications within six years or one representative publication in SCI or EI for those with less than six years of experience will be awarded the full basic score for this sub-category) ^{Note 2} 【Accounting for 70%】			
	2. Description of Research Performance. ^{Note 3} (including academic awards, sponsored research projects, etc.) 【Accounting for 30%】			
Service ()	1. Service achievements. (including internal and external services, student thesis guidance, implementation of University Social Responsibility practice plan, etc.) 【Accounting for 70%】			
	2. Description of Service Performance. (including participation in internal and external academic committees, service awards, activities, etc.) 【Accounting for 30%】			

Note 1: Please attach the "Student's Teaching Evaluation Results" for teacher evaluation.

Note 2: The applicant must be the first or corresponding author.

Note 3: Members will award points according to the degree of contribution and creativity shown in their work.

Signature of the Evaluator:

**College of Engineering in National Chung Hsing University
Department(Institute) _____ Academic Year/____Semester**

List of Teachers Eligible for Exemption from Evaluation

Name of the Teacher	Current Position	Exemption criteria met (please attach a copy of supporting information)
		This is in accordance with the “Regulations on Teacher Evaluation for the COE in NCHU”, Article 2, Paragraph 2, Subparagraph _____.
		This is in accordance with the “Regulations on Teacher Evaluation for the COE in NCHU”, Article 2, Paragraph 2, Subparagraph _____.
		This is in accordance with the “Regulations on Teacher Evaluation for the COE in NCHU”, Article 2, Paragraph 2, Subparagraph _____.
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		This is in accordance with the “Regulations on Teacher Evaluation for the COE in NCHU”, Article 2, Paragraph 2, Subparagraph _____.

Note: Please fill in the order of Professor, Associate Professor, Assistant Professor, and Lecturer.

Head of Department (Director of Institute):

Completed by:

Date:

College of Engineering in National Chung Hsing University
Department(Institute) _____ Academic Year/ _____ Semester

List of teachers who have volunteered to apply for evaluation

Name of the Teacher	Year/Month of Arrival	Current Position(s)	Date of last evaluation and result	Proactive Application Cause of Evaluation
	Length (years/months) in the current position			
			<input type="checkbox"/> Not been evaluated <input type="checkbox"/> ____ Academic Year ____ Academic Term <input type="checkbox"/> Pass <input type="checkbox"/> Fail	
			<input type="checkbox"/> Not been evaluated <input type="checkbox"/> ____ Academic Year ____ Academic Term <input type="checkbox"/> Pass <input type="checkbox"/> Fail	
			<input type="checkbox"/> Not been evaluated <input type="checkbox"/> ____ Academic Year ____ Academic Term <input type="checkbox"/> Pass <input type="checkbox"/> Fail	
			<input type="checkbox"/> Not been evaluated <input type="checkbox"/> ____ Academic Year ____ Academic Term <input type="checkbox"/> Pass <input type="checkbox"/> Fail	
			<input type="checkbox"/> Not been evaluated <input type="checkbox"/> ____ Academic Year ____ Academic Term <input type="checkbox"/> Pass <input type="checkbox"/> Fail	
			<input type="checkbox"/> Not been evaluated <input type="checkbox"/> ____ Academic Year ____ Academic Term <input type="checkbox"/> Pass <input type="checkbox"/> Fail	
			<input type="checkbox"/> Not been evaluated <input type="checkbox"/> ____ Academic Year ____ Academic Term <input type="checkbox"/> Pass <input type="checkbox"/> Fail	

Head of Department (Director of Institute):

Completed by:

Date:

I. Individual Information Form

(Can submit the Personal Data Form of the Ministry of Science and Technology in the current year)

Name		Unit	
Current position		Arrival date	Inauguration date

Education	School	Department	Degree	Start/End date
Professional field				
Employment	Empolyer	Position	Start/End date	
Temporary leave	Reason	Sabbatical leave or leave without pay	Start/End date	
Academic organization	Organization name	Position	Start/End date	

II. Teaching

Please check the following box:

No insufficient teaching hours (no need to fill in the Teaching Information Form)

Insufficient teaching hours (please fill in the Teaching Information Form)

1. Teaching Information Form (for the last three years):

Academic year:

Course name	Grade	Hour	Practice hour	Number of students	Required/ Elective	Co-lecturer

Academic year:

Course name	Grade	Hour	Practice hour	Number of students	Required/ Elective	Co-lecturer

Academic year:

Course name	Grade	Hour	Practice hour	Number of students	Required/ Elective	Co-lecturer

2. Description of teaching performance (including recognition of good teachers, positive teaching evaluation (please attach the "Student's Teaching Evaluation Results), development of course materials, participation in teaching and research activities, etc.):

III. Research

1. List of publications.

(The appraised teacher should select two to five representative works within the last six years; for those with less than six years of experience, at least one representative work must be submitted. The list should describe the original author, title, place of publication, volume, page number, and year/month in order, and two photocopies of the first page of each work should be attached. The year of seniority and the year of publication of a work is calculated backward from the first day of the month of the academic year in which it was appraised.)

(You may apply for the Ministry of Science and Technology's catalog of works and the catalog of patented technology transfer in the current year and attach two photocopies each of the first page of the work.)

(1) Journal articles

- a. SCI journal papers
- b. Non-SCI but EI journal papers
- c. Papers from other journals

(2) Conference papers

- a. Foreign Conference Papers
- b. Domestic Conference Papers

(3) Monographs

(4) Patents

(5) Other publications

2. Description of research performance (including academic awards, funded research projects, etc., and a brief description of research highlights and achievements):

2. Description of services performance (including participation in internal and external academic committees, service awards, activities, etc.):

Teacher Assistant Evaluation Score Sheet in the College of Engineering in National Chung Hsing University

Name :

Unit :

Length of Service : year(s)

Date of Evaluation: yyyy/mm/dd

Signature of the Teacher:

※ The appraisers are asked to rate the appraisee's assistance in teaching, research and service in the past three years.

Sub-item	Detailed items and descriptions	Score	Subtotal	Total Score
Teaching and Research (50 scores)	1. The hours in assisting teaching, including classroom and practical hours. (If the total number of hours taught reaches six hours, a basic score of full marks will be awarded for this item) 【Accounting for 40%】			
	2. Description of performance in assisting teaching. (including recognition of good teachers, development of course materials, student questionnaire scores, participation in teaching and research activities, etc.) 【Accounting for 30%】			
	3. Description of performance in assisting research. ^{Note 1} (including published works in a name, academic awards, sponsored research projects, etc.) 【Accounting for 30%】			
Service (50 scores)	1. Service achievements (including responsible for departmental administrative affairs, internal and external services, etc.) 【Accounting for 80%】			
	2. Description of Service Performance (including participation in internal and external academic committees, service awards, activities, etc.) 【Accounting for 20%】			

Note 1: Members will award points according to the degree of contribution and creativity shown in their work.

Signature of the Evaluator:

I. Individual Information Form

Name		Unit	
Arrival date		Inauguration date	

Education	School	Department	Degree	Start/End date
Professional field				
Employment	Empolyer	Position		Start/End date
Temporary leave	Reason	Sabbatical leave or leave without pay		Start/End date
Academic organization	Organization name		Position	Start/End date

II. Teaching and Research Assistantship

1. Teaching Assistant Information Form (for the last three years):

Academic year:

Course name	Grade	Hour	Practice hour	Number of students	Required/ Elective	Co-lecturer

Academic year:

Course name	Grade	Hour	Practice hour	Number of students	Required/ Elective	Co-lecturer

Academic year:

Course name	Grade	Hour	Practice hour	Number of students	Required/ Elective	Co-lecturer

2. Description of performance in teaching assistance (student questionnaire scores):

3. Description of performance in assisting research

List of publications: (Titular publications within the last six years. The list should describe the original author, title, place of publication, volume, page number, and year/month in order, and two photocopies of the first page of each work should be attached. The year of seniority and the year of publication of a work is calculated backward from the first day of the month of the academic year in which it was appraised.) (You may apply for the Ministry of Science and Technology's catalog of works and the catalog of patented technology transfer in the current year and attach two photocopies each of the first page of the work.)

(1) Journal articles

- a. SCI journal papers
- b. Non-SCI but EI journal papers
- c. Papers from other journals

(2) Conference papers

- a. Foreign Conference Papers
- b. Domestic Conference Papers

(3) Monographs

(4) Patents

(5) Other publications

4. Description of research performance (including academic awards, funded research projects, etc., and a brief description of research highlights and achievements):

IV. Administrative Service Performance

1. Sheet of Service performance (last three years)

Academic year:

Work project	Host /Co-host	Start/End date	Notes

Academic year:

Work project	Host /Co-host	Start/End date	Notes

Academic year:

Work project	Host /Co-host	Start/End date	Notes

2. Description of services performance (including participation in internal and external academic committees, service awards, activities, etc.):

3. Other administrative service performance :