

National Sun Yat-sen University

Department of Photonics

Regulations for Faculty Promotion Evaluation Scoring

Sep. 14, 2006	Approved at the meeting of Faculty Evaluation Committee of the Institute of Electro-optical Engineering.
Sep. 20, 2006	Approved at the institute affairs meeting of the Institute of Electro-optical Engineering.
Sep. 26, 2006	Approved at the meeting of Faculty Evaluation Committee of the College of Technology.
Sep. 11, 2008	Amended and approved at the department affairs meeting of Department of Photonics.
Sep. 24, 2008	Approved at the 2 nd meeting of Faculty Evaluation Committee of the College of Technology in Academic Year 2008.
Nov. 25, 2008	Amended and approved at the meeting of Faculty Evaluation Committee of the Department of Photonics.
Jan. 7, 2009	Approved at the 3 rd department affairs meeting of the Department of Photonics in the 1 st semester of Academic Year 2008.
Sep. 18, 2009	Approved at the 1 st meeting of the Regulation Subcommittee in Academic Year 2009.
Oct. 9, 2009	Approved at the 1 st department affairs meeting of the Department of Photonics in Academic Year 2009.
Nov. 27, 2009	Approved at the 2 nd meeting of Faculty Evaluation Committee of the College of Technology in Academic Year 2009.
Jan. 18, 2010	Amended and approved at the 4 th meeting of the Regulation Subcommittee in Academic Year 2009.
Mar. 3, 2010	Approved at the 5 th department affairs meeting of the Department of Photonics in Academic Year 2009.
Mar. 23, 2011 (Mar. 7, 2011)	Approved at the 6 th department affairs meeting of the Department of Photonics in Academic Year 2010. Exempted from submitting to the Faculty Evaluation Committee of the University according to the letter of the Office of Personnel Services based on the notification from College of Technology for amendment of the name of the unit.)
Dec. 7, 2011	Approved at the 6 th department affairs meeting of Department of Photonics in Academic Year 2011.
Dec. 28, 2011	Approved at the meeting of 4 th Faculty Evaluation Committee of the College of Technology in Academic Year 2011.
Sep. 18, 2013	Approved at the 1 st department affairs meeting of Department of Photonics in Academic Year 2013.
Sep. 25, 2013	Approved at the 1 st meeting of the Faculty Evaluation Committee of the College of Technology in Academic Year 2013.
(Mar. 4, 2015)	Amended and approved at the 4 th meeting of the Faculty Evaluation Committee of the College of Technology in Academic Year 2014)
Apr. 26, 2017	Approved at the 7 th department affairs meeting of the Department of Photonics in Academic Year 2016.
Nov. 17, 2017	Amended and approved at the 2 nd meeting of the Faculty Evaluation Committee of the College of Technology in Academic Year 2017.
Dec. 6, 2017	Signed and approved for execution by vice president.

Article 1 In order to manage faculty promotion and conduct scoring for faculty members' teaching and service performance, this Department hereby established these regulations.

Article 2 Except for seniority, all scores listed herein refers to teaching and service performance of the faculty members in this University at the time of evaluation for promotion.

Article 3 Research performance accounts for 70%, and the scores are calculated as shown in the attached table.

Article 4 Teaching performance accounts for 20%, and the scores are calculated as follows:

1. Years of Teaching: An applicant with three full years of teaching experience at NSYSU at the time of evaluation for promotion is awarded 50 points. An additional point is awarded for each additional semester, up to a maximum of 70 points. Time spent teaching in another university or on unpaid maternity leave is halved when taken into accounts.
2. Average Teaching Hours of Each Semester in the Past Five Years at the Time of Evaluation for Promotion: 2 points are awarded for each teaching hour, up to a maximum of 20 points. Management or other deductible hours must be added back into the calculation.
3. Special Achievements:
 - (1) Awards for outstanding and excellent performances in teaching: A NSYSU Award for outstanding performance in teaching is awarded 10 points; a

NSYSU Award for excellent performance in teaching is awarded 5 points; a College Award for outstanding performance in teaching is awarded 2 points. If one faculty member is awarded both the NSYSU Award for outstanding performance in teaching and the College Award for outstanding performance in teaching, only NSYSU Award for outstanding performance in teaching will be counted. If one faculty member is awarded both the NSYSU Award for excellent performance in teaching and the College Award for excellent performance in teaching, only NSYSU Award for excellent performance in teaching will be counted. The points mentioned above can be awarded up to two times.

- (2) Compilation and evaluation of teaching materials under the teaching improvement plan of the Ministry of Education: 2 points are awarded for each plan evaluated excellent or above, up to a maximum of 4 points.
 - (3) Faculty members themselves or the faculty members advising their students to participate in national or higher academic-related competitions: 3 points will be awarded for the first place (or excellent performance) each time; 2 points will be awarded for the second place (or good performance); 1 point will be awarded for the third place. Every faculty member can get a maximum of 10 points in this item.
 - (4) Faculty members advising graduate students: 2 points will be awarded for each student (to be counted based on the average number of graduate students within 5 years). Every faculty member can get a maximum of 5 points in this item.
 - (5) The faculty members advising college students to participate in research projects of the Ministry of Science and Technology: 1 point is awarded for each project; 3 points are awarded for each research award won by them. Every faculty member can get a maximum of 10 points in this item.
 - (6) The faculty members advising undergraduate students to do the project study: 1 point is awarded for each project study (to be counted based on the average number of graduate students within 5 years). Every faculty member can get a maximum of 5 points in this item.
4. Assistance in teaching of this Department: 5 points maximum
- (1) The faculty members advising undergraduate students to do seminars: 1 point is awarded for each student (to be counted based on the average number of the graduate students within 5 years). Every faculty member can get a maximum of 5 points in this item.
 - (2) Assisting the Department in preparation of teaching improvement plan for the Ministry of Education: 1 point is awarded for each plan.

5. Others: With concrete evidence, the Faculty Evaluation Committee of the Department may add or deduct up to 10 points for other obvious outstanding or insufficient teaching performances.
6. The total score of the above items shall not exceed 100 points.

Article 5 The service performance is calculated as follows:

1. Years of Service: An applicant with three full years of service at NSYSU at the time of evaluation for promotion is awarded 50 points. 2 points is deducted for one less semester. An additional point is awarded for each additional semester; up to a maximum of 60 points. The years of service in another university will be halved when taken into accounts.
2. Special Achievements:
 - (1) Excellent Mentor Award: 10 points is awarded for a NSYSU Excellent Mentor Award; 5 points is awarded for a College Excellent Mentor Award. If one faculty member is awarded both the NSYSU Excellent Mentor Award and the College Excellent Mentor Award, only the NSYSU Excellent Mentor Award will be counted. The points mentioned above can be awarded up to two times.
 - (2) Holding of seminars or competitions or serving as editors of journals: Those which are of domestic nature is awarded 2 points each time; those which are of international nature is awarded 5 points each time, up to a maximum of 10 points.
3. Service in managerial positions of administrative or academic units within the university's official organizational structure:
 - (1) A first-level managerial position is awarded 2 points each semester. A second-level managerial position is awarded 1 point each semester. (Service less than one semester is counted as one semester).
 - (2) An applicant simultaneously serving in two or more managerial positions of administrative or academic units within the university's official organizational structure is respectively awarded points for each position served according to the above standards.
4. General addition or deduction of points:
 - (1) Service as a mentor: 1 point for each semester, up to 20 points.
 - (2) Non-Ministry of Science and Technology Projects: 1 point is added for each plan with an implementation period of more than six months (inclusive), up to 5 points.
 - (3) Participation in matters related to entrance examinations (written tests) and examination invigilation of Bachelor's program, master's program, and

doctoral programs, or questions drafting (grading) for graduate school entrance examinations: 1 point is added each time, up to 10 points.

- (4) Others: The Faculty Evaluation Committee will add or deduct up to 10 points taking into account the following conditions, such as participation in examination affairs (including questions drafting, grading, review, etc.) of the national examinations held by the Examination and Selection Department; participation in matters related to recruitment of students and promotion of the university; service as a member of the department-level, institute-level, college-level and university-level committees; participation in promotion of continuing education; services in external societies; other outstanding service achievements, etc.

5. The total score of the above items shall not exceed 100 points.

Article 6 These Regulations shall be submitted to the College Faculty Evaluation Committee for review and approval following approval by the department affairs meetings, and be implemented after they are **submitted to and approved by the president of the University.** The same procedures shall apply for amendments.

Attached Table: Scores Calculation Table for Research Performance (accounting for 70% of the total scores)

(1) Academic Works

A. Research Performance (70%)			
A1. External Reviews: 75%			A2. Research Projects under the Plans of <u>the Ministry of Science and Technology and Other Academic Achievements in the Past Seven Years After the Previous Promotion: 25%</u>
Evaluation Results of Papers from Three Reviewers	Points	Score Conversion	<u>Items Aa ~ Ah are evaluated according to Items Aa ~ Ah of the “Score Calculation Table for Faculty Promotion (Except for the External Review Results of Research Performance)” of the University.</u>
Outstanding	2	/	
Excellent	1.5		
Good	1		
Average	0		
Below Average	-1		
Total Score Converted from Points Given by the Three Reviewers	6.0	100 points x 0.75 =75.0 points	
	5.5	90 points x 0.75 =67.50 points	
	5.0	80 points x 0.75 =60.00	
	4.5	75 points x 0.75 =56.25 points	
	4.0	70 points x 0.75 =52.50 points	
	3.5	65 points x 0.75 =48.75 points	
	3.0	60 points x 0.75 =45.00 points	
	2.5	55 points x 0.75 =41.25 points	
	2.0	50 points x 0.75 =37.50 points	
	1.5	45 points x 0.75 =33.75 points	
1.0	40 points x 0.75 =30.00 points	<u>Ai: Other academic achievements (Other academic awards; to be reviewed and determined by the Faculty Evaluation Committee of the Department with the range of points: 0-5)</u>	
0.5	35 x 0.75 =26.25	<u>The total score of all items under A2 must not exceed 25 points.</u>	

(2) Technical Reports

<u>A. Research Performance (70%)</u>		
<u>A1. External Reviews: 40%</u>		<u>A2. Grants for Research Projects and Other Relevant Achievements in the Past Seven Years While in the Current Position: 60%</u>
<u>Evaluation Results of Technical Reports from Three Reviewers</u>	<u>Points</u>	<u>Score Conversion</u>
<u>Outstanding</u>	<u>2</u>	/
<u>Excellent</u>	<u>1.5</u>	
<u>Good</u>	<u>1</u>	
<u>Average</u>	<u>0</u>	
<u>Below Average</u>	<u>-1</u>	
<u>Total Score Converted from Points Given by the Three Reviewers</u>	<u>6.0</u>	
	<u>5.5</u>	90 points x 0.4 = 36 points
	<u>5.0</u>	80 points x 0.4= 32 points
	<u>4.5</u>	75 points x 0.4 = 30 points
	<u>4.0</u>	70 points x 0.4= 28 points
	<u>3.5</u>	65 points x 0.4 = 26 points
	<u>3.0</u>	60 points x 0.4 = 24 points
	<u>2.5</u>	55 points x 0.4= 22 points
	<u>2.0</u>	50 points x 0.4 =20 points
	<u>1.5</u>	45 points x 0.4 =18 points
	<u>1.0</u>	40 points x 0.4 =16 points
	<u>0.5</u>	35 points x 0.4 =14 points
		<u>Items Aa ~ Ak are evaluated according to Items Aa ~ Ak of the “Score Calculation Table for Faculty Promotion (Except for the External Review Results of Technical Reports)” of the University.</u>
		<u>A1: Other academic achievements (Other academic awards; to be reviewed and determined by the Faculty Evaluation Committee of the Department within the range of points: 0-5)</u>
		<u>The total score of all items under A2 must not exceed 60 points.</u>