

Yuan Ze University College of Engineering

Operational Guidelines on the Evaluation of the Appointment Renewals of New Faculty Members

12.22.2004 Ratified at the 2nd College Faculty Evaluation Committee meeting of the academic year 2004
01.12.2005 Approved at the 2nd College Affairs Meeting of the academic year 2004
05.25.2005 Reviewed by the 9310 University Faculty Evaluation Committee meeting
06.15.2005 Revised and ratified at the 6th College Faculty Evaluation Committee meeting of the academic year 2004
06.22.2005 Revised and ratified at the 6th College Affairs Meeting of the academic year 2004
05.19.2010 Revised and ratified at the 8th College Faculty Evaluation Committee meeting of the academic year 2009
06.09.2010 Revised and ratified at the 5th College Affairs Meeting of the academic year 2009
06.23.2010 Revised and ratified at the 9th College Faculty Evaluation Committee meeting of the academic year 2009
07.01.2010 Approved at the 9808 University Faculty Evaluation Committee meeting

- Article 1 These operational guidelines are stipulated in accordance with Article 2 of the University's Regulations on the Evaluation of the Appointment Renewals of New Faculty Members.
- Article 2 New faculty members of the College of Engineering (including associate professors, assistant professors, and instructors) who have not been promoted within 6 years of being hired but have passed the appointment renewal evaluation for new teachers at the departmental level may apply to the college for the renewal of their appointment.
- Article 3 Evaluation of the appointment renewal of a new faculty member shall be based on their research, teaching, and service performance with the following proportions: research 50%, teaching 30%, and services 20%.
- Article 4 When applying for the renewal of their appointment, the new faculty member must fill out a personal information chart and submit detailed information about their teaching, research, and services spanning the six years since they were hired.
- Article 5 After the College of Engineering has received appointment renewal applications from new faculty members, a College Faculty Evaluation Committee meeting shall be convened to discuss the renewals. If necessary, the applicant may be asked to present their case. An applicant must receive votes in favor from at least two-thirds of the committee members present at a meeting attended by a quorum of two-thirds of all members; the renewal of their appointment will then be recommended to the University Faculty Evaluation Committee. The applicant shall be notified of the decision of the College Faculty Evaluation Committee.
- Article 6 Appointment renewal evaluations for full-time associate professors shall be deliberated by members of the College Faculty Evaluation Committee who are accredited as professors. Appointment renewal evaluations for assistant professors shall be deliberated by members accredited as associate professors or above. Appointment renewal evaluations for instructors shall be deliberated by members accredited as assistant professors or above.
- Article 7 Faculty members applying for renewal shall submit a request during the first semester of their seventh year after being hired; the application deadline shall be set in accordance with the meeting schedule of the College Faculty Evaluation Committee.

Article 8 These guidelines and their amendments shall be promulgated following ratification by the College Faculty Evaluation Committee, ratification by a College Affairs Meeting, and approval by the University Faculty Evaluation Committee.