

Chung Yuan Christian University College of Business

Regulations for Faculty Promotion Review

Passed at the 3rd College of Business Faculty Evaluation Meeting for the 1993 Academic Year on March 30, 1994
Amended at the 2nd College of Business Administrative Meeting for the 1996 Academic Year on April 15, 1997
Amended at the 2nd College Affairs Meeting for the 1996 Academic Year on April 15, 1997
Amended at the 1st College Affairs Meeting for the 1997 Academic Year on October 15, 1997
Amended and passed at the 2nd College Faculty Evaluation Meeting for the 1997 Academic Year on April 22, 1998
Amended and passed at the 1st College Affairs Meeting for the 2005 Academic Year on February 15, 2006
Amended and passed at the 1st College of Business Affairs Meeting for the 2006 Academic Year on April 23, 2007
Amended and passed at the 1st College Affairs Meeting for the 2012 Academic Year on October 29, 2012
Amended and passed at the 2nd College Affairs Meeting for the 2012 Academic Year on December 17, 2012
Reviewed and passed at the University Faculty Evaluation Meeting (February 1, 2016) on February 22, 2013
Amended and passed at the College Faculty Evaluation Meeting (January 1, 2016) on September 13, 2016
Amended and passed at the College Affairs Meeting (January 1, 2016) on October 12, 2016
Reviewed and passed at the University Faculty Evaluation Meeting (January 2, 2016) on October 28, 2016
Amended and passed at the College Faculty Evaluation Meeting (January 3, 2016) on October 23, 2017
Amended and passed at the College Affairs Meeting (January 2, 2017) on January 9, 2018
Reviewed and passed at the University Faculty Evaluation Meeting (January 6, 2017) on January 26, 2018
Amended and passed at the College Faculty Evaluation Meeting (January 3, 2018) on October 24, 2018
Amended and passed at the College Affairs Meeting (January 1, 2019) on November 14, 2018
Reviewed and passed at the University Faculty Evaluation Meeting (February 1, 2019) on February 22, 2019
Reviewed and passed at the University Faculty Evaluation Meeting (January 2, 2020) on October 8, 2020
Reviewed and passed at the University Faculty Evaluation Meeting (February 5, 2021) on July 26, 2021
Amended based on Official Letter Yuan-Mi-Zi No. 1110002691 issued on August 3, 2022
Reviewed and passed at the University Faculty Evaluation Meeting (January 3, 2022) on October 28, 2022
Amended based on Official Letter Yuan-Ren-Zi No. 1120002967 issued on August 21, 2023
Reviewed and passed at the University Faculty Evaluation Meeting (January 2, 2023) on October 27, 2023

- Article 1. These regulations are established in accordance with the University's *Faculty Promotion Review Regulations*.
- Article 2. Faculty members of the College of Business who meet the promotion criteria stipulated by the Ministry of Education, the qualifications outlined in Article 2 of the University's *Faculty Promotion Review Regulations*, and the promotion qualifications of their department may apply for promotion.
- Article 3. The College shall establish a Faculty Evaluation Committee (hereinafter referred to as "the Committee"). Members to serve on the Committee shall be elected by a two-thirds majority during a College Administrative Meeting, with two-thirds or more members in attendance.
- Article 4. The Committee shall evaluate the performance of candidates based on three categories: teaching, research, and service, with a total score of 100 points distributed as follows: 40% for teaching, 40% for research (including creation, teaching practice research, or industry-academia cooperation), and 20% for service and guidance. The standards for passing the external review of publications and promotion evaluation are as follows:
1. 70 or higher for promotion to assistant professor
 2. 75 or higher for promotion to associate professor, and
 3. 80 or higher for promotion to professor.

Article 5. Scope and standards of review:

Faculty members applying for promotion shall submit documents specified in Articles 2 and 5 of the University's *Regulations for Faculty Promotion Review* and meet the qualifications for promotion to associate professor/professor in the College of Business. Applicants shall be reviewed by the Committee based on three aspects:

1. Teaching: This includes course teaching, credit hours, graduate student advisory, material preparation, presentation skills, student feedback, and office hours. Faculty members applying for promotion may list facts for the Committee's reference. Full-time faculty members applying for promotion must achieve a college faculty evaluation score of at least 75 in the teaching category within three years of obtaining the previous rank and before submission. Part-time faculty members must have an average teaching evaluation score of 4.0 (or 80) or above in the last four semesters.
2. Research (creation, teaching practice research, or industry–academia cooperation): The Committee shall review the applicant's submitted works (including representative works and publications since obtaining the previous rank) based on research ability, performance, and contributions.
3. Service and Guidance: The Committee shall review the applicant's participation in university, college, and department affairs, mentorship, club guidance, and academic and community service. Applicants may list facts for the Committee's reference.

Article 6. Applicants approved by the Committee shall be recommended to the Committee for review.

Article 7. The Committee shall notify applicants not approved for promotion in writing within one week after the review. Applicants may dispute the review results and request a re-evaluation in accordance with the University's *Regulations for Faculty Promotion Re-Evaluation*.

Article 8. Matters not covered in these regulations shall be handled in accordance with relevant regulations.

Article 9. These Regulations shall take effect upon passing in a College Affairs Meeting and being approved/announced in a University Faculty Evaluation Meeting. The same applies to amendments.

Chung Yuan Christian University College of Business

Application Form for Faculty Promotion to Associate Professor

Draft passed at the College of Business Administrative Meeting (January 4, 2015) on November 9, 2015
 Passed at the College of Business Affairs Meeting (January 2, 2014) on November 20, 2015
 Amended at the College of Business Administrative Meeting (January 3, 2018) on October 9, 2018
 Amended at the College of Business Faculty Evaluation Meeting (January 3, 2018) on October 24, 2018
 Amended at the College of Business Affairs Meeting (January 1, 2018) on November 13, 2018
 Passed at the University Faculty Evaluation Meeting (February 1, 2018) on February 22, 2019
 Amended at the College of Business Affairs Meeting (January 2, 2022) on October 19, 2022
 Passed at the University Faculty Evaluation Meeting (January 3, 2022) on October 28, 2022, effective October 19, 2022

| | | | |
|-------------|--|-------|--|
| Department | | Name | |
| Contact No. | | Email | |

1. Teaching

Threshold for passing: From the time of obtaining the previous rank to the current promotion application period, all of the following items must be met:

| Item | Check if met |
|---|--------------|
| Teaching hours meet basic requirements (no overdue hours) | |
| Annual average teaching evaluation scores no lower than 4.0 in the past three years | |
| Completion of Chinese and English syllabi each semester according to regulations | |

2. Research

Descriptions:

1. Items shall be scored in one of four grades: 4 points for Grade A, 3 points for Grade B, 2 points for Grade C, and 1 point for Grade D.
2. Threshold of passing: From the time of obtaining the previous rank to the current promotion application period, applicants must have acquired at least 6 points within the last three years, at least 9 points in the last five years, and at least 12 points in the last ten years. Supporting documents must be submitted.
3. Items must be published or undertaken in the name of Chung Yuan Christian University.
4. Academic publications refer to monographs and exclude textbooks, translated works, commercial or popular works, and dissertations.
5. The following items shall only receive a half-score:

- (1) Items where the applicant is not the first or corresponding author
- (2) Projects with coprincipal investigators or co-investigators
- (3) Patents where the applicant is not the first inventor

| Grade | Item | Qty | Points |
|-------|--|-----|--------|
| A | Papers included in SCI-EXPANDED, SSCI, or A&HCI databases | | |
| B | Papers published in journals included in TSSCI, THCI Core databases | | |
| | Papers included in EV databases | | |
| | Papers included in EconLit databases | | |
| | Papers published in journals ranked as Class 1 (or Grade A- and higher) in various disciplines by the National Science and Technology Council | | |
| C | Papers included in three or more foreign databases | | |
| | Papers included in FLI databases | | |
| | Papers published in journals ranked as Class 2 (or Grade B+) in various disciplines by the National Science and Technology Council | | |
| | Papers published in CSSCI-included journals | | |
| | Papers published in journals recommended by the College and approved by the Research Promotion Committee as meeting Class 3 research reward qualifications | | |
| | Invention patents from the US, Japan, or Europe (must have business management implications) | | |
| D | Papers published in other domestic or international academic journals with anonymous review systems | | |
| | Complete academic monographs or book chapters published by publishers with review systems | | |
| | Invention patents from other regions (must have business management implications) | | |
| Total | | | |

3. Service and Guidance

Threshold for passing (check one box):

- (1) From the time of obtaining the previous rank to the current promotion application period, the applicant must have served as a supervisor/assistant supervisor of a university administrative or academic unit for at least two years.

| Position | Term of Service |
|----------|-----------------|
| | |

- (2) From the time of obtaining the previous rank to the current promotion application period, the applicant must have completed five or more of the following items:

| No. | Item | Checkbox |
|-----|--|----------|
| 1 | Served on university or college-level committees at least five times in the last three years (excluding AACSB-related committees and procurement | |

| | | |
|----|--|--|
| | committees) | |
| 2 | Served on department-level committees at least eight times in the last three years | |
| 3 | Served as an undergraduate advisor for at least two years, with an annual advisor evaluation score no lower than 4.0 in the last three years | |
| 4 | Served on university AACSB-related committees for at least two years | |
| 5 | Undertaken University projects or organized professional competitions, lectures, seminars, and/or overseas programs an average of two times per year in the last three years | |
| 6 | Assisted in recruitment activities for other departments (including off-campus) an average of three times per year in the last three years | |
| 7 | Served as the head of an employment program for at least two years | |
| 8 | Served as the head of an interdisciplinary credit program for at least two years | |
| 9 | Served as the director or deputy director of a research center for at least two years, with the center's evaluation results being higher than 4.0 in the last two years | |
| 10 | Served as a career advisor for at least two years | |
| 11 | Served as the coordinator of a university core course syllabus for at least two years | |
| 12 | Served as a member of the university procurement committee for at least two years | |
| 13 | <u>Other (to be filled in by the applicant and reviewed by the Committee):</u> | |

- (3) From the time of obtaining the previous rank to the current promotion application period, the applicant must have served as a supervisor/assistant supervisor of a university administrative or academic unit for at least one year and have performed four of the following items (serving as a supervisor cannot overlap with serving as a committee member):

| Position | Term of service |
|----------|-----------------|
| | |

| No. | Item | Checkbox |
|-----|--|----------|
| 1 | Served on university or college-level committees at least five times in the last three years (excluding AACSB-related committees and procurement committees) | |
| 2 | Served on department-level committees at least eight times in the last three years | |
| 3 | Served as an undergraduate advisor for at least two years, with an annual advisor evaluation score no lower than 4.0 in the last three years | |
| 4 | Served on university AACSB-related committees for at least two years | |

| | | |
|----|--|--|
| 5 | Undertaken University projects or organized professional competitions, lectures, seminars, and/or overseas programs an average of two times per year in the last three years | |
| 6 | Assisted in recruitment activities for other departments (including off-campus) an average of three times per year in the last three years | |
| 7 | Served as the head of an employment program for at least two years | |
| 8 | Served as the head of an interdisciplinary credit program for at least two years | |
| 9 | Served as the director or deputy director of a research center for at least two years, with the center's evaluation results being higher than 4.0 in the last two years | |
| 10 | Served as a career advisor for at least two years | |
| 11 | Served as the coordinator of a university core course syllabus for at least two years | |
| 12 | Served as a member of the University procurement committee for at least two years | |
| 13 | <u>Other (to be filled in by the applicant and reviewed by the Committee):</u> | |

Department Chair:

(Signature)

Chung Yuan Christian University College of Business

Application Form for Faculty Promotion to Professor

Draft passed at the College of Business Administrative Meeting (January 4, 2015) on November 9, 2015
 Passed at the College of Business Affairs Meeting (January 2, 2014) on November 20, 2015
 Amended at the College of Business Administrative Meeting (January 3, 2018) on October 9, 2018
 Amended at the College of Business Faculty Evaluation Meeting (January 3, 2018) on October 24, 2018
 Established at the College of Business Affairs Meeting (January 1, 2018) on November 14, 2018
 Passed at the University Faculty Evaluation Meeting (February 1, 2018) on February 22, 2019
 Amended at the College of Business Affairs Meeting (January 2, 2022) on October 19, 2022
 Passed at the University Faculty Evaluation Meeting (January 3, 2022) on October 28, 2022, effective October 19, 2022

| | | | |
|-------------|--|-------|--|
| Department | | Name | |
| Contact no. | | Email | |

1. Teaching

Threshold for passing: From the time of obtaining the previous rank to the current promotion application period, all of the following items must be met:

| Item | Check if met |
|---|--------------|
| Teaching hours meet basic requirements (no overdue hours) | |
| Annual average teaching evaluation scores no lower than 4.0 in the past three years | |
| Completion of Chinese and English syllabi each semester according to regulations | |

2. Research

Descriptions:

1. Items shall be scored in one of four grades: 4 points for Grade A, 3 points for Grade B, 2 points for Grade C, and 1 point for Grade D.
2. Threshold for passing: From the time of obtaining the previous rank to the current promotion application period, applicants must have acquired at least 9 points within the last three years, at least 12 points in the last five years, and at least 15 points in the last ten years. Supporting documents must be submitted.
3. Items must be published or undertaken in the name of Chung Yuan Christian University.
4. Academic publications refer to monographs and exclude textbooks, translated works,

commercial or popular works, and dissertations.

5. The following items shall only receive a half-score:

- (1) Items where the applicant is not the first or corresponding author
- (2) Projects with coprincipal investigators or co-investigators
- (3) Patents where the applicant is not the first inventor

| Grade | Item | Qty | Points |
|-------|--|-----|--------|
| A | Papers included in SCI-EXPANDED, SSCI, or A&HCI databases | | |
| B | Papers published in journals included in TSSCI, THCI Core databases | | |
| | Papers included in EV databases | | |
| | Papers included in EconLit databases | | |
| | Papers published in journals ranked as Class 1 (or Grade A- and higher) in various disciplines by the National Science and Technology Council | | |
| C | Papers included in three or more foreign databases | | |
| | Papers included in FLI databases | | |
| | Papers published in journals ranked as Class 2 (or Grade B+) in various disciplines by the National Science and Technology Council | | |
| | Papers published in CSSCI-included journals | | |
| | Papers published in journals recommended by the College and approved by the Research Promotion Committee as meeting Class 3 research reward qualifications | | |
| | Invention patents from the US, Japan, or Europe (must have business management implications) | | |
| D | Papers published in other domestic or international academic journals with anonymous review systems | | |
| | Complete academic monographs or book chapters published by publishers with review systems | | |
| | Invention patents from other regions (must have business management implications) | | |
| Total | | | |

3. Service and Guidance

Threshold for passing (check one box):

- (1) From the time of obtaining the previous rank to the current promotion application period, the applicant must have served as a supervisor/assistant supervisor of a university administrative or academic unit for at least two years.

| Position | Term of service |
|----------|-----------------|
| | |

- (2) From the time of obtaining the previous rank to the current promotion application period, the applicant must have performed eight or more of the following:

| No. | Item | Checkbox |
|-----|--|----------|
| 1 | Served on university or college-level committees at least eight times in the last three years (excluding AACSB-related committees and procurement committees) | |
| 2 | Served on department-level committees at least five times in the last three years | |
| 3 | Served as an undergraduate advisor for at least two years, with an annual advisor evaluation score no lower than 4.0 in the last three years | |
| 4 | Served on university AACSB-related committees for at least two years | |
| 5 | Undertaken University projects or organized professional competitions, lectures, seminars, and/or overseas programs an average of two times per year in the last three years | |
| 6 | Assisted in recruitment activities for other departments (including off-campus) an average of three times per year in the last three years | |
| 7 | Served as the head of an employment program for at least two years | |
| 8 | Served as the head of an interdisciplinary credit program for at least two years | |
| 9 | Served as the director or deputy director of a research center for at least two years, with the center's evaluation results being higher than 4.0 in the last two years | |
| 10 | Served as a career advisor for at least two years | |
| 11 | Served as the coordinator of a university core course syllabus for at least two years | |
| 12 | Served as a member of the University procurement committee for at least two years | |
| 13 | Other (to be filled in by the applicant and reviewed by the Committee): | |

- (3) From the time of obtaining the previous rank to the current promotion application period, the applicant must have served as a supervisor/assistant supervisor of a university administrative or academic unit for at least one year and have completed four of the following items (serving as a supervisor cannot overlap with serving as a committee member):

| Position | Term of service |
|----------|-----------------|
| | |

| No. | Item | Checkbox |
|-----|--|----------|
| 1 | Served on university or college-level committees at least five times in the last three years (excluding AACSB-related committees and procurement committees) | |
| 2 | Served on department-level committees at least eight times in the last three years | |
| 3 | Served as an undergraduate advisor for at least two years, with an annual advisor evaluation score no lower than 4.0 in the last three years | |

| | | |
|----|--|--|
| 4 | Served on university AACSB-related committees for at least two years | |
| 5 | Undertaken University projects or organized professional competitions, lectures, seminars, and/or overseas programs an average of two times per year in the last three years | |
| 6 | Assisted in recruitment activities for other departments (including off-campus) an average of three times per year in the last three years | |
| 7 | Served as the head of an employment program for at least two years | |
| 8 | Served as the head of an interdisciplinary credit program for at least two years | |
| 9 | Served as the director or deputy director of a research center for at least two years, with the center's evaluation results being higher than 4.0 in the last two years | |
| 10 | Served as a career advisor for at least two years | |
| 11 | Served as the coordinator of a university core course syllabus for at least two years | |
| 12 | Served as a member of the University procurement committee for at least two years | |
| 13 | Other (to be filled in by the applicant and reviewed by the Committee): | |

Department Chair:

(Signature)

College of Business

Annual “Teaching” Review Criteria

Applicant name: _____ Department: _____ Expected Rank: _____

(1) Basic Review Criteria (maximum 70 points)

| Item | Category | Criterion Description | Achieved (Self-evaluation) | Attachments | Verification |
|------|---------------------|---|----------------------------|-------------|--------------|
| 1 | Course Syllabus | Registered for the Course Syllabus and Teaching Plan System on time, with no serious delays or failures in the past three years, except for reasons not attributable to the applicant. | | | |
| 2 | Teaching hours | Adhered to the University’s required teaching hours and syllabus. | | | |
| 3 | Grade submission | Completed student grade uploads on time, with no serious delays or failures in the past three years, except for reasons not attributable to the applicant. | | | |
| 4 | Teaching evaluation | Maintained a teaching evaluation score in the top 75% or achieved an average score of 4.0 or higher within the past three years, except for reasons specified in Article 3, Paragraph 3 of <i>Chung Yuan Christian University Teaching Evaluation</i> or not attributable to the applicant. | | | |

(2) Development Review Criteria (must meet one of the following)

| Item | Criterion Description | Achieved (Self-evaluation) | Attachments | Verification |
|------|---|----------------------------|-------------|--------------|
| 1 | Shown improvements in textbook writing, teaching aid creation, and teaching. | | | |
| 2 | Performed in professional education or general teaching discourse. | | | |
| 3 | Received honors or excellence in teaching. | | | |
| 4 | Guided undergraduate students in special projects, practical work, or served as an advisor for student autonomous learning programs. | | | |
| 5 | Opened at least one problem-based learning (PBL), project-based learning, micro-course, or deep-dive course each year within the past three years, or used innovative teaching methods such as flipped learning, digital technology, or | | | |

| | | | | |
|----|---|--|--|--|
| | activity-facilitated learning (AFL) at least once per year within the past three years. | | | |
| 6 | Offered a distance teaching course within the three years before applying for promotion. | | | |
| 7 | Hosted various levels of teaching workshops at least once within the three years before applying for promotion. | | | |
| 8 | Acquired a certificate for an advanced course under the National University and College Faculty Teaching Professional Certification Program before applying for promotion to associate professor. | | | |
| 9 | Obtained a certificate for a macro course under the National University and College Faculty Teaching Professional Certification Program before applying for promotion to professor. | | | |
| 10 | Provided relevant units with materials supporting administrative teaching coordination. | | | |
| 11 | Received funding for teaching practice research or teaching improvement projects. | | | |
| 12 | Other teaching-related performance (per college requirements). | | | |

I _____ declare that all of the above information is true and accurate.

Applicant: _____

Date: _____

Department Committee Chair: _____

Date: _____

Notes:

1. According to the University's teaching review criteria for faculty promotion, **applicants must meet the Basic Review Criteria and at least one of the Development Review Criteria.**
2. Attachments shall be submitted in order. For the data verification section, if confirmed accurate, please indicate with [Data Correct]. This checklist will serve as a reference for the College Faculty Evaluation Committee review.

College of Business

Annual “Teaching Practice Research” Review Criteria

Applicant name: _____ Department: _____ Expected Rank: _____

(1) Basic Review Criteria for Teaching Practice Research (maximum 70 points)

| Item | Category | Criterion Description | Achieved (Self-evaluation) | Attachments | Verification |
|------|---------------------|---|----------------------------|-------------|--------------|
| 1 | Course syllabus | Registered for the Course Syllabus and Teaching Plan System on time, with no serious delays or failures in the past three years. | | | |
| 2 | Teaching hours | Adhered to the University’s required teaching hours and syllabus. | | | |
| 3 | Grade submission | Completed student grade uploads on time, with no serious delays or failures in the past three years, except for reasons not attributable to the applicant. | | | |
| 4 | Teaching evaluation | Maintained a teaching evaluation score in the top 75% or achieved an average score of 4.0 or higher within the past three years, except for reasons specified in Article 3, Paragraph 3 of <i>Chung Yuan Christian University Teaching Evaluation</i> or not attributable to the applicant. | | | |

(2) Performance Review Criteria for Teaching Practice Research (must meet one of the following)

| Item | Category | Criterion Description | Attachments | Verification |
|------|----------------------------|---|-------------|--------------|
| 1 | Digital course utilization | Independently offered at least one open courseware (OCW), massive open online course (MOOC), digital certification, or distance teaching course totaling more than two semesters within five years. | | |
| 2 | Teaching awards | Received a national or university-level outstanding teaching award, or a college-level excellence in teaching award at least once within seven years. | | |
| 3 | Full English courses | Received awards for teaching professional full English courses at least twice within five years. | | |
| 4 | Student thesis advisory | Served as advisor to graduate students whose theses won internal or external awards at least twice within three years. | | |
| 5 | Student competition | Served as advisor to students who participated | | |

| | | | | |
|----|--|--|--|--|
| | advisory | in teaching-related competitions and won internal or external awards at least twice within three years. | | |
| 6 | Policy promotion | Served as the head of employment or interdisciplinary credit programs totaling more than two years within three years. | | |
| 7 | Student certification advisory | Served as advisor to students who obtained national certifications at least five times within three years. | | |
| 8 | Teaching innovation | Opened at least one problem-based learning (PBL), project-based learning, micro-course, or deep-dive course each year within the past three years, or used innovative teaching methods such as flipped learning, digital technology, or activity-facilitated learning (AFL) at least once per year within the past three years. | | |
| 9 | Reception of teaching practice or improvement grants | Obtained government grants for teaching practice research or teaching improvement projects in the previous rank | | |
| 10 | Other outstanding teaching practices | (1) Engaged in external/internal teaching-related projects (as project leader, co-leader, or participant in teaching or related tasks). (2) Developed teaching plans, produced teaching materials, or other documented contributions to teaching (e.g., invited lectures at internal/external teaching seminars, participation in teaching-related seminars). | | |

I _____ declare that all of the above information is true and accurate.

Applicant: _____

Date: _____

Department Committee Chair: _____

Date: _____

Notes:

1. According to the University's *Diverse Faculty Promotion Review Criteria*, **applicants must meet the Basic Review Criteria for Teaching Practice Research and the Performance Review Criteria for Teaching Practice Research when submitting their teaching practice research achievements.**
2. Attachments shall be submitted in order. For the data verification section, if confirmed accurate, please indicate with [Data Correct]. This checklist will serve as a reference for the College Faculty Evaluation Committee review.

College of Business

Annual “Industry–Academia Cooperation” Review Criteria

Reviewed and passed during the University Faculty Evaluation Meeting (January 2, 2020) on October 8, 2020

Applicant name: _____ Department: _____ Expected Rank: _____

(1) Basic Review Criteria for Industry–Academia Cooperation (must meet one of the following)

| Item | Category | Criterion Description | Achieved (Self-evaluation) | Attachments | Verification |
|------|--|--|----------------------------|-------------|--------------|
| 1 | Industry–academia cooperation project amount and administrative fees | Signed at least three industry–academia cooperation projects in the name of the University within the past five years. For promotion to professor, the total amount must be at least NT\$8 million, with administrative fees totaling at least NT\$1.2 million. For promotion to associate or assistant professor, the total amount must be at least NT\$5 million, with administrative fees totaling at least NT\$750,000. | | | |
| 2 | Technology transfer revenue and royalties | Signed at least three technology transfer cases with the National Science and Technology Council or other organizations in the name of the University within the past five years. For promotion to professor, the total amount must be at least NT\$5 million, with royalties totaling at least NT\$1 million. For promotion to associate or assistant professor, the total amount must be at least NT\$4 million, with royalties totaling at least NT\$800,000. | | | |
| 3 | Other | Signed at least three Category 1 or 2 projects in the name of the University within the past five years. The total amount must meet the specified category criteria for the intended promotion rank, calculated on a cumulative basis. The same | | | |

| | | | | | |
|--|--|--|--|--|--|
| | | applies to administrative fees and royalties. Amounts shall not be double-counted across categories. | | | |
|--|--|--|--|--|--|

※ Eligibility of industry–academia cooperation or technology transfer projects shall be based on the contract signing date. Projects must be registered with the University’s Office of Research and Development. The applicant for promotion must be the project leader. If the applicant is a co-leader, the relevant amounts will be divided accordingly.

(2) Performance Review Criteria for Industry–Academia Cooperation (must meet one of the following)

| Item | Category | Criterion Description | Attachments | Verification |
|------|--|---|-------------|--------------|
| 1 | Industry–academia cooperation achievements | Provided technical knowledge for diagnostic consultation, innovation incubation guidance, innovation service management, or innovation product design for at least one case, with verified performance. | | |
| 2 | Industry–academia cooperation results | Conducted education, training, seminars, workshops, internships, or training for students or cooperating organizations, in at least one case, with verified results. | | |
| 3 | Industry–academia cooperation benefits | Applied professional knowledge to provide management and marketing theories, applications, or guidance methods to industry, government, or academia for at least one case, with verified effectiveness. | | |
| 3 | Industry–academia cooperation sustainability | Assisted in technology transfer, guided graduates and the public in forming new start-up companies, at least one case, with verified social responsibility fulfillment. | | |

※ Each basic review and performance indicator may only be reviewed once across all categories.

I _____ declare that all of the above information is true and accurate.

Applicant: _____ **Date:** _____

Department Committee Chair: _____ **Date:** _____

Notes:

1. According to the University’s *Diverse Faculty Promotion Review Criteria*, **applicants must meet the Basic Review Criteria for Industry–Academia Cooperation and the Performance Review Criteria for Industry–Academia Cooperation when submitting their industry–academia cooperation achievements.**
2. Attachments shall be submitted in order. For the data verification section, if confirmed accurate, please indicate with [Data Correct]. This checklist will serve as a reference for the College Faculty Evaluation Committee review.

College of Business

Annual “Service and Guidance” Review Criteria

Reviewed and passed at the University Faculty Evaluation Meeting (February 5, 2021) on July 26, 2021

Applicant name: _____ Department: _____ Expected Rank: _____

(1) **Basic Review Criteria** (Item 3 must be reviewed for applicants serving as class instructors)

| Item | Category | Criterion Description | Achieved (Self- evaluation) | Attachments | Verification |
|------|----------------------|---|-----------------------------------|-------------|--------------|
| 1 | Service | Full-time faculty: actively participated in department (institute, office, center, special program, degree program) meetings and activities within the three years before applying for promotion. | | | |
| 2 | Service and guidance | Full-time faculty: achieved an average score of 80 or above in the Service (including Guidance) item of faculty evaluations within the three years before applying for promotion. | | | |
| 3 | Guidance | <p>Full-time faculty applying for promotion: applicants who served as full-time instructors within the three years before applying for promotion must have fulfilled the following responsibilities and student advisory duties:</p> <ol style="list-style-type: none"> (1) Arranged at least two hours per week for advisor meetings with students. (2) Hosted two advisor meetings per semester and completed online records. (3) Attended university advisor meetings and | | | |

| | | | | | |
|--|--|---|--|--|--|
| | | <p>college advisor meetings.</p> <p>(4) Interviewed failing students or students recommended for mid-term guidance, and completed records.</p> <p>(5) Cared for new undergraduate students and completed the “New Student Contact Form.”</p> <p>(6) Provided individual guidance and filled out interaction notes (including living care, learning status, friendship reminders, safety advice, absence, and cheating counseling).</p> <p>Part-time faculty applying for promotion (must meet at least one of the following):</p> <p>(1) Assisted with corporate matching, corporate visits, or industry–academia cooperation.</p> <p>(2) Participated in advisor training workshops (including advisor meetings) held by the University’s Student Affairs Office four times within the three years before applying for promotion.</p> <p>(3) Made significant contributions to society.</p> <p>(4) Other basic items recognized by the College Faculty Evaluation Committee (must not overlap with other development review criteria).</p> | | | |
|--|--|---|--|--|--|

(2) **Development Review Criteria** (full-time faculty not serving as a class instructor must meet two

items, others must meet one item; part-time faculty must meet at least one item)

| Item | Criterion Description | Attachments | Verification |
|------|---|-------------|--------------|
| 1 | Served as a supervisor/assistant supervisor of a university administrative or academic unit within the three years before applying for promotion. | | |
| 2 | Served as a member of various university committees within the three years before applying for promotion. | | |
| 3 | Served as an advisor for university clubs or as a team leader for university sports teams within the three years before applying for promotion. | | |
| 4 | Taught service-learning courses at the University within the three years before applying for promotion. | | |
| 5 | Participated in advisor training workshops held by the University's Student Affairs Office four times within the three years before applying for promotion. | | |
| 6 | Served as a department career advisor, director of the college career office, or director of the college globalization promotion office within the three years before applying for promotion. | | |
| 7 | Other recognized development items. | | |

※ Each basic and development indicator may only be reviewed once across all categories.

I _____ declare that all of the above information is true and accurate.

Applicant: _____

Date: _____

Department Committee Chair: _____

Date: _____

Notes:

1. According to the University's *Service and Guidance Review Criteria*, **applicants must meet the Basic Review Criteria (item 3 must be reviewed for applicants serving as class instructors) and the Development Review Criteria (full-time faculty not serving as a class instructor must meet two items, others must meet one item; part-time faculty must meet at least one item).**
2. Attachments shall be submitted in order. For the data verification section, if confirmed accurate, please indicate with [Data Correct]. This checklist will serve as a reference for the College Faculty Evaluation Committee review.