

Guidelines for the Selection and Recommendation of Excellent Teaching Awards Department of Environmental Engineering, National Cheng Kung University

Approved at the 182nd Department Affairs Meeting on April 11, 2001

Amended at the 242nd Department Affairs Meeting on May 3, 2006

Amended at the 334th Department Affairs Meeting on September 10, 2014

Amended at the 338th Department Affairs Meeting on March 4, 2015

1. These guidelines are established by the Department of Environmental Engineering, National Cheng Kung University (hereinafter referred to as "the Department") to encourage faculty to devote themselves to teaching, enhance teaching effectiveness, and serve as a reference for the recommendation and selection of excellent teaching faculty.
2. The selection of excellent teaching faculty refers to full-time faculty members and project-based teaching personnel (hereinafter referred to as "full-time and project faculty") who have been teaching in the Department for more than three years, demonstrate a strong commitment to teaching, and serve as exemplary models, provided that they are not subject to the restrictions stated in Article 5. The selection is conducted annually in March.
3. Undergraduate students in their second, third, and fourth years, as well as master's students in their first and second years, are to fill out evaluation forms (Form 1). The collected forms are used to calculate scores for each faculty member using a designated formula (Form 2). The top three scoring faculty members, along with their relevant information, are submitted to the Department Affairs Meeting (Selection Committee) for discussion and consideration. The Department then recommends one to three candidates for the college-level Excellent Teaching Award.
4. The Department's Excellent Teaching Award Selection Committee consists of full-time faculty members at the rank of Assistant Professor or above. The committee members elect the convener. Meetings require the attendance of at least two-thirds of the committee members, and a majority of those present must approve resolutions.
5. Faculty members who have been recommended by the Department and received the "Excellent Teaching" award shall not be recommended again in the academic year following the award. Faculty members who have received the "Outstanding Teaching" award shall not be recommended again within three years of the academic year of the award.
6. Faculty members who have received the "Outstanding Teaching" award twice and have served as a professor for at least three years may be recommended by the Department or College to the Distinguished Professor Review Committee for review, even if they have not yet been granted the Distinguished Professor title. However, they shall not receive the Distinguished Professor stipend, and the appointment shall not be counted toward the point system under the

University's guidelines for recruiting, retaining, and rewarding exceptional talent. The term "Distinguished Professor" shall also not be counted.

7. These guidelines shall be implemented after approval by the Department Affairs Meeting and the University's Outstanding Teaching Faculty Review Committee. Amendments shall follow the same procedure.