(Amended on 2022/10)

**National Central University**

**[Teaching and Research Type] Full-time Teaching Staff (Contract Based)**

**Annual Performance Evaluation Form for the \_\_\_ (Academic Year)**

|  |  |
| --- | --- |
| Name |  |
| Hiring Department/Institute |  |
| Rank | □Project Professor □Project Associate Professor  □Project Assistant Professor □Project Lecturer |
| Evaluation Period  **(Current Appointment Period)** | From \_\_\_\_\_\_\_ (YYYY/MM/DD) to \_\_\_\_\_\_\_ (YYYY/MM/DD) |
| **Department-Level Teaching Evaluation Committee**  **Evaluation Results**  **(Meeting Minutes attached)** | **□Approved**  **□Not approved**  **Reasons for non-approval (please describe in summary):** |
| **※ This case was reviewed by the Faculty Evaluation Committee on \_\_\_\_\_\_\_\_\_\_\_\_\_ (YYYY/MM/DD), With \_\_\_ votes approving, \_\_\_ votes dissenting, and \_\_\_ votes invalid.** |
| Principal Investigator  (Signed or Affixed with Seal) |  |
| Head of Department/Institute/Center  (Signed or Affixed with Seal) |  |
| College-level Dean  (Signed or Affixed with Seal) |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_ (YYYY/MM/DD) | |

**[Teaching Research Type]** Full-time Teaching Staff Performance Evaluation Items (Contract Based)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Teaching Mission Requirements (please summarize in bullet points)** | | | | | | | |
| 1. Teaching:  2. Counseling and Services:  3. Others:  Note: The employing unit should describe the teaching mission requirements based on the **performance evaluation criteria set forth** by the department-level Faculty Evaluation Committee to facilitate the review process. | | | | | | | |
| **Teaching Performance Evaluation Items (during the current appointment period)** | | | | | | | |
| 1. Total number of courses taught, total teaching hours | | | Total number of courses taught: Courses | | | | |
| Total number of hours taught: hours | | | | |
| 2. Average number of courses taught per semester, average teaching hours | | | Average number of courses taught: Courses | | | | |
| Average teaching hours: hours | | | | |
| 3. Teaching undergraduate courses:  (1) Total number of hours taught last year and average number of students per course  (2) Number of students/projects advised  (3) Teaching activities (on-campus, off-campus) | | |  | | | | |
|  | | | | |
|  | | | | |
| 4. Teaching graduate courses:  Total number of students taught, average number of students taught per course. | | |  | | | | |
| 5. Number of students taught in master's courses and number of dissertations completed | | |  | | | | |
| 6. Number of students taught in doctorate courses and number of dissertations completed | | |  | | | | |
| 7. Results of teaching evaluation | Academic Year/Semester | Subject | | | Comprehensive Score | Number of students | Required/elective courses |
|  |  | | |  |  | * Required * Elective |
|  |  | | |  |  | * Required * Elective |
|  |  | | |  |  | * Required * Elective |
| 8. Record of Teaching Awards  (Include awards such as Outstanding Teaching Award within NCU, Excellent Teaching Award within NCU, College-level Teaching Excellence Award, External Teaching Awards, etc.) | | | Year | Awards | | | |
|  |  | | | |
|  |  | | | |
| 9. Execution or participation in Higher Education SPROUT Project (such as integrating innovative teaching methods into courses, social practice courses, courses conducted in English, etc.) | | |  | | | | |
| 10. Compilation of teaching materials (individuals with tangible contributions in teaching material compilation) | | |  | | | | |
| 11. International (cross-strait) teaching activities | | |  | | | | |
| 12. Awards in arts, cultural works, exhibitions, sports, etc. | | |  | | | | |
| 13. Other specific achievements  (Sound teaching outcomes, advised students exhibit concrete achievements, etc.) | | |  | | | | |
| **14. Self-Defined Projects/Standards of Centers and Departments/Institutes (please list)** | | |  | | | | |
| **(1)** | | |  | | | | |
| **(2)** | | |  | | | | |
| **(3)** | | |  | | | | |

**[Teaching Research Type]** Full-time Teaching Staff Performance Evaluation Items (Contract Based)

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| --- | --- | --- | --- | --- | --- | --- |
| **Counseling and Service Performance Evaluation Items**  **(during the current appointment period)** | | | | | | |
| 1. Academic year serving as a mentor, number of counseled students | Year |  |  |  |  |  |
| Number of students |  |  |  |  |  |
| 2. Record of counseling awards  (Include awards such as Outstanding Mentor Award within NCU, Excellent Mentor Award within NCU, University-level Specific Excellent Mentor Award, External Teaching Awards, etc.) | Year | Awards | | | | |
|  |  | | | | |
|  |  | | | | |
| 3. Concurrent administrative positions (Year and position held) And serving as members of various committees within NCU:  Year serving as a convener and positions held |  | | | | | |
| 4. Participation in the affairs of Centers, Departments (Institutes), Colleges, and NCU (please list) |  | | | | | |
| 5. Counseled students in extracurricular and academic activities, as well as internal and external presentations (please list) |  | | | | | |
| 6. Organized or co-organized domestic and international academic seminars and conferences (please list) |  | | | | | |
| 7. Serving as an advisor for student clubs, publications, representative teams, etc. (please list) |  | | | | | |
| 8. Other specific achievements  (Including mentorship, administrative work, academic activities, counseling and consultation, or service-related activities) |  | | | | | |
| **9. Self-Defined Projects/Standards of Centers and Departments/Institutes (please list)** |  | | | | | |
| **(1)** |  | | | | | |
| **(2)** |  | | | | | |
| **(3)** |  | | | | | |

**[Teaching Research Type]** Full-time Teaching Staff Performance Evaluation Items (Contract Based)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Research Performance Measurement Items (during the current appointment period)** | | | | | | | | | | |
| **(I) Academic papers and monographs (during the current appointment period)** | | | | | | | | | | |
| 1. Number of articles published in international journals indexed by SSCI, SCI, A&HCI, TSSCI, THCI Core, etc. (please indicate the type of journal after the number of articles) | Number of articles | Number of articles in journals of each level | | | | | | Cited  Total number of citations | | Field Weighted  Citation Index  (FWCI) |
| Q1 | | Q2 | Q3 | Q4 | |
|  |  | |  |  |  | |  | |  |
| 2. Number of articles published in other important journals |  | | | | | | | | | |
| 3. Number of papers in academic conferences |  | | | | | | | | | |
| 4. Number of monographs published |  | | | | | | | | | |
| 5. Other publications | Number of articles | | | | | | Description | | | |
| 6. Editor of prominent international journals (please list) |  | | | | | | | | | |
| **(II)Participation in Academic Conferences (during the current appointment period)** | | | | | | | | | | |
| 1. Number of domestic academic conferences attended |  | | | | | | | | | |
| 2. Number of international academic conferences attended |  | | | | | | | | | |
| 3. Number of keynote speeches delivered at domestic academic conferences by invitation |  | | | | | | | | | |
| 4. Number of keynote speeches delivered at international academic conferences by invitation |  | | | | | | | | | |
| **(III) Research Projects**  **(Last 2 years, refer to "Appendix 1: Proof of Execution of Faculty Research Projects")** | | | | | | | | | | |
| **(IV) Technological or Practical Research and Development Achievements** | | | | | | | | | | |
| 1.Number of patent applications | Last 2 years | | \_\_\_\_ projects | | | | Last year | | \_\_\_\_ projects | |
| 2.Number of approved patents (please specify approved countries) | \_\_\_\_ projects | | | | \_\_\_\_ projects | |
| 3.Approved patent types (please specify the patent type, such as invention patents, utility model patents, etc.) | Invention patents | | \_\_\_\_ projects | | | | Utility model patents | | \_\_\_\_ projects | |
| 4. Technology transfer projects (number of projects/revenue from royalties, licensing fees) | \_\_\_\_ projects | | | | | | NT$\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| **(V) Special Honors and Recognitions (during the current appointment period)** | | | | | | | | | | |
| 1. Received international academic honors (please list) |  | | | | | | | | | |
| 2. Received major domestic academic honors (please list) |  | | | | | | | | | |
| 3. Elected as an academician or fellow of prestigious academic associations (please list) |  | | | | | | | | | |
| **(VI) Self-Defined Projects/Standards of Centers and Departments/Institutes (please list)** | | | | | | | | | | |
| 1. |  | | | | | | | | | |
| 2. |  | | | | | | | | | |
| 3. |  | | | | | | | | | |
| **(VII) Specific Contributions of Research Achievements to Academia or Industry During the Current Appointment Period**  **(VIII) Statement of Achievements in the "Higher Education SPROUT Project" during the current appointment period:**  1. Please provide a brief explanation, approximately 500 words in principle.  2. Mandatory for those who received funding from the "Higher Education SPROUT Project" (University).  **(XI) Publications:**  Please provide a detailed list of academic works from the last 2 years (if the current appointment period ends on 2023-07-31, start with works from 2021-01-01, and so on and so forth).   1. Categorize the works into four main types: **(A) Journal Articles, (B) Conference Papers, (C) Monographs and Refereed Book Chapters, (D) Technical Reports and Others.** 2. List works in chronological order within each category. Include author names, publication year, month, paper title, journal name, page range (according to original publication sequence), and mark corresponding authors with an asterisk (\*). 3. For journals indexed in SCI, SSCI, A&HCI, TSSCI, or THCI Core, provide the latest IF and Journal Rank in Category **for the latest year** (including Category Name, Journal Rank in Category / Total Journals in Category (Q\*)) .   Example: (SCI, IF=4.964, ASTRONOMY & ASTROPHYSICS 7/54, Q1)   1. Please list published journal articles, and you may also include accepted but not yet published papers, but please list them in a separate statistical table.   4-1 Statistical Table for the Catalog of Publications:   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Year | (A) Number of Journal Articles | No. of articles as a First/ Corresponding Author | Number of SCI articles  Number of SSCI articles  Number of A&HCI articles  Number of TSSCI articles  Number of THCI Core articles  (Please specify the journal category after the number of articles) | Number of articles in journals of each level | | | | (B) Number of conference papers | (C) Number of monographs and refereed book chapters | (D) Technical reports and other articles | | Q1 | Q2 | Q3 | Q4 | | Accepted |  |  |  |  |  |  |  |  |  |  | | 2022 |  |  |  |  |  |  |  |  |  |  | | 2021 |  |  |  |  |  |  |  |  |  |  | | 2020 |  |  |  |  |  |  |  |  |  |  | | … |  |  |  |  |  |  |  |  |  |  | | Total |  |  |  |  |  |  |  |  |  |  |  * **The information in this column is an important reference index for review, so please be sure to fill it out accordingly.**   4-2 Statistical Table for the Catalog of Publications:    **(X) References**  Appendix 1: National Central University Proof of Execution of Faculty Research Projects.  (Export pathway: NCU R&D System» Proof of Execution of Faculty Research Projects)  Please select the last 2 years as the statistical range. For example, if the date of the current appointment is 2022/7/31, please select 2020~2022, and so on and so forth. | | | | | | | | | | |