**National Dong Hwa University**

**College of Humanities and Social Sciences**

**Teaching, Service, and Counseling Performance Self-Evaluation for Academic Promotion Applications**

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| **Teaching** | | Attachments /Descriptions | Self-evaluation Score | Subtotal |
| 1. Average NDHU teaching evaluation score for this position | |  |  |  |
|  | Courses taught to a graduating class in the undergraduate department each semester (points to be evenly divided if the course is taught by more than one teacher): **5 points/course** |  |  | 20 points maximum |
| Student adviser in thesis or dissertation writing (points to be evenly divided if a student has more than one adviser): **3 points/student** |  |  |
| Courses taught by uploading teaching materials to an interactive digital platform: **5 points/course** |  |  |
| Adviser to Ministry of Science and Technology undergraduate research project: **2 points/project** |  |  |
| 1. Teaching achievements, including attendance, make-up classes conducted, feedback from student surveys, number of hours taught, use of NDHU’s e-Learning platform, and other concrete teaching achievements (applicant is required to submit evidence or descriptions for assessment by the department’s teaching evaluation committee): **a maximum of 10 additional points** | |  |  | 10 points maximum |
|  | Basic level courses opened in In a department: **5 points/course/semester** |  |  | 15 points maximum |
| Service-learning, general education, or teacher-training course opened in the undergraduate or graduate department to which the applicant belongs: **3 points/course/semester** |  |  |
|  | Director of teaching improvement project (with funding from the Ministry of Education or other units): **5 points/year/project** |  |  | 20 points maximum |
| Co-director of teaching improvement project (with funding from the Ministry of Education or other units): **4 points/year/project** |  |  |
| Co-director in collaborative teaching improvement project (with funding from the Ministry of Education or other units): **2 points/year/project** |  |  |
|  | NDHU outstanding teacher award: **10 points/award** |  |  | 20 points maximum; the same award won more than once in the same year may not be double-calculated |
| CHASS outstanding teacher award: **4 points/award** |  |  |
|  | Adviser to school team or school club **2 points/club/semester** |  |  | 10 points maximum |
| Teacher advisory group member in a department, the College, or NDHU: **1 point/position** |  |  |
| 1. Other teaching items for which additional points may be given, including teaching new courses or the research and development of innovative teaching materials, participation in deliberations regarding teaching-related issues or reforms in an undergraduate or graduate department or in the College, promotion of teaching on and off campus, or provision of assistance in the promotion of teaching in an undergraduate or graduate department of the College (applicant is required to submit evidence or descriptions for assessment by the department’s teaching evaluation committee): **a maximum of 15 additional points** | |  |  | 15 points maximum |
| Total score (upper limit 100 points) | |  | | |
| **Weighted score (40%)** | |  | | |
|  | |  |  |  |
| **Service and Counseling** | | Attachments/Descriptions | Self-evaluation Score | Subtotal |
|  | NDHU Level 1 administrative executive position: **20 points/position/year** |  |  |  |
| NDHU Level 2 administrative executive position: **10 points/position/year** |  |  |
| Administrative position (including director of a research center): **5 points/position/year** |  |  |
|  | Committee member in a department, the College, or NDHU: **8 points** |  |  |  |
| NDHU working committee member: **4 points** |  |  |
| 1. Class teacher in the undergraduate or graduate department to which the applicant belongs: **4 points/class/semester** | |  |  |  |
|  | NDHU outstanding teacher award: **10 points** |  |  | The same award won more than once in the same year may not be double-calculated |
| CHASS outstanding teacher award: **4 points** |  |  |
| Department outstanding teacher award: **4 points** |  |  |
|  | Director of off-campus industry-academic cooperation project: **5 points/year/project** |  |  | 20 points maximum |
| Co-director of off-campus industry-academic cooperation project: **4 points/year/project** |  |  |
| Co-director in collaborative off-campus industry-academic cooperation project: **2 points/year/project** |  |  |
| 1. NDHU continuing education course (the points to be evenly divided if the course is taught by more than one teacher): **5 points/course** | |  |  |  |
| 1. Services associated with department, College, or NDHU operations, including organizing seminars, speeches, or arts and cultural activities, editing publications, recruiting students both domestic and overseas, or assisting an undergraduate or graduate department in the organization of admissions examinations, evaluation, planning continuing education classes, or making other concrete contributions (applicant is required to submit evidence or descriptions for assessment by the department’s teaching evaluation committee): **a maximum of 50 additional points** | |  |  | 50 points maximum |
| 1. Other service items for which additional points may be awarded, including other services on or off campus, the implementation of NDHU administrative improvement plans, taking off-campus positions beneficial to the reputation of NDHU, or other services or contributions (applicant is required to submit evidence or a descriptions for assessment by the department’s teaching evaluation committee): **a maximum of 20 additional points** | |  |  | 20 points maximum |
| 1. Other counseling items for which additional points may be awarded, including giving students assistance and counseling, helping students solve problems, participating in counseling knowledge and skills training, or other counseling work (applicant is required to submit evidence or descriptions for assessment by the department’s teaching evaluation committee): **a maximum of 20 additional points** | |  |  | 20 points maximum |
| Total score (maximum 100 points) | |  | | |
| **Weighted score (30%)** | |  |  |  |

Applicant’s Signature: