

Regulations for the Recognition of Outstanding Teaching at I-Shou University

Adopted at the first meeting of the University Council in the second semester of the academic year 1998

Amendments adopted at the second meeting of the University Academic Council in the first semester of the academic year 2000

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Amendments to Articles 2, 6, 7, 8, and 9 promulgated with the consent from the President dated December 15, 2009

Amendments to Article 4 promulgated with the consent from the President dated January 4, 2013

Amendment to Article 10 promulgated with the consent from the President dated December 5, 2014

Amendments to Articles 2, 4, 7, and 8 promulgated with the consent from the President dated January 24, 2015

Amendments to Articles 1, 2, and 4-9 promulgated with the consent from the President dated May 24, 2017

Amendments to Articles 5, 6, and 7 promulgated with the consent from the President dated May 11, 2018

Amendments to Article 9 adopted by the University Administration Council on November 21, 2018, and promulgated with the consent from the President dated November 23, 2018

Amendments to Articles 1-4 and 6-9 adopted by the

University Administration Council on February 24, 2021,
and promulgated with the consent from the President dated
March 5, 2021

Amendments to the Regulations adopted by the University
Administration Council on March 20, 2024, and promulgated
with the consent from the President dated April 18, 2024

- Article 1 The Regulations for the Recognition of Outstanding Teaching at I-Shou University (hereinafter referred to as “the Regulations”) are made by I-Shou University (hereinafter referred to as “the University”) with the aim of improving the teaching quality and teaching effectiveness and praising full-time faculty members having outstanding teaching performance.
- Article 2 Candidates for the Outstanding Teaching Awards at the institutional level (hereinafter referred to as “the Outstanding Teaching Awards”) are full-time faculty members of the University who have served at the University for three years or longer with excellent conduct, abide by the regulations and rules of the University, and satisfy the following requirements:
1. having not received the Outstanding Teaching Awards in the previous three academic years;
 2. being dedicated to teaching and providing counseling & guidance to students with regard to their learning and lives;
 3. having passed all the faculty evaluations in the previous three academic years, and having been ranked among the top 50% within their colleges in the previous academic year in terms of basic and advanced performance in teaching;
 4. having met the standards of the teaching survey in the previous academic year and the academic year of being nominated; and
 5. having fulfilled basic weekly teaching hours specified in the Regulations for the Calculation of Teaching Hours and Hourly Pay Rates for Faculty Members at I-Shou University in the academic year of being nominated and offered at least one course in both semesters of the academic year.
- Article 3 The President will present award winners with a plaque each in an important meeting or ceremony organized by the University. Award winners will also be granted prize money of NT\$35,000 and an incentive of NT\$15,000 to be used for teaching purposes. The use of incentives for teaching purposes shall be subject to the Regulations for Incentive Awarding and Disbursement for Faculty Members at I-Shou University.

- Article 4 Colleges shall establish a recommendation panel, respectively, and college deans are the ex-officio members and conveners. The recommendation panel shall consist of five to seven members appointed by the President, and panel members shall serve a one-year term.
- Article 5 The Selection Committee on Outstanding Teaching Awards (hereinafter referred to as “the Selection Committee”), comprising seven to ten members, is established by the University to review candidates’ qualifications and performance for the selection of winners of the Outstanding Teaching Awards. The competent vice president and the Dean and the Deputy Dean of the Office of Academic Affairs are ex-officio members, and the competent vice president also serves as the convener. The Director of the Center for Teaching and Learning Development of the Office of Academic Affairs (hereinafter referred to as “the Center”) serves as the executive secretary. As for the other committee members, the Dean of Academic Affairs shall recommend several faculty members who are passionate, experienced in teaching, and have brilliant performance in teaching to the President for selection and appointment. Selected committee members shall serve a one-year term and may be reappointed. The Selection Committee may invite persons it thinks necessary to attend a committee meeting as participants without the power to vote.
- Article 6 The procedure for the recommendation and selection of award winners is as follows:
1. The number of recommended candidates from each college shall not exceed five percent of the total number of full-time faculty members within the college. If the number of recommended candidates is less than one, the college shall recommend one candidate. For colleges whose number of recommended candidates is more than one, any remaining fraction shall be rounded off to the nearest whole number, and the results of student voting shall be taken into consideration.
 2. Supporting documents for qualifications review shall be prepared in accordance with the Guidelines on Documentation Preparation for the Outstanding Teaching Awards.
 3. The recommendation panel of each college shall submit the list of recommended candidates and supporting documents to the Selection Committee by the deadline announced by the Center every academic year. Each college shall make its guidelines on the nomination for the Outstanding Teaching Awards and submit them to the President for approval and promulgation.
 4. A candidate shall not serve as a member of the Selection Committee.
 5. A quorum of at least two-thirds of the total membership will be required to validate a committee meeting, and committee members shall attend meetings in person and are not permitted to designate a third party to act on their behalf.

6. Before a meeting is convened, members of the Selection Committee shall evaluate and score a candidate in accordance with the items specified on the Record of the Review and Selection for Outstanding Teaching Awards announced by the Center every academic year and shall complete the review and selection process before the end of every academic year.

Article 7 Every academic year, the number of winners of the Outstanding Teaching Awards shall not exceed 2% of the total number of full-time faculty members at the University.

Article 8 Award winners are required, in the following academic year, to attend an interview held by the Center, offer one course for peer observation, and accept the invitation by the Center to share their teaching experience at faculty workshops or faculty observation meetings to set a good example to other faculty members and to impart their knowledge and experience to colleagues. If an award winner is unable to fulfill the abovementioned requirements for such reasons as sabbatical leave, maternity leave, or unpaid leave with position held in the following academic year, he/she shall negotiate with the Center and fulfill the requirements within one academic year after returning to the University.

Article 9 The Regulations become effective on the third day of promulgation after being adopted by the University Administration Council and ratified by the President.

Note: In case of any disputes or misunderstandings regarding the interpretation of the language or terms of the Regulations, the Chinese language version shall prevail.