

Tamkang University Scoring Criteria for the “Teaching” Component of Faculty Evaluations

Secretariat Regulation No. 1100000036 (09/03/2021)

Item	Basic Criteria	Standard Score	Deduction of Marks	Addition of Marks
Instruction	<p style="text-align: center;"><u>The teacher:</u></p> <ol style="list-style-type: none"> 1. Uploads syllabi on time (before the first phase of course selection). 2. Receives an overall grade of 4.2 or higher for each class of the course that has a return rate of 35% or higher. 3. Uploads mid-term and final-term grades on time. 4. Makes no amendments to recorded semester grades. 5. Provides instruction in accordance with related regulations. 6. Participates in on-campus instructional training in accordance with the provisions of “TKU Regulations for the Development of Instructors Teaching 	70	<p style="text-align: center;"><u>The teacher:</u></p> <ol style="list-style-type: none"> 1. Does not upload syllabi on time (before the first phase of course selection). Two points (deducted) for each class in each semester. 2. Receives an overall grade of between 3.5 and 4.2 in the TKU Teaching Assessment. Two points deducted for each class in each semester. 3. Receives an overall grade of less than 3.5 in the TKU Teaching Assessment. Five points deducted for each class in each semester. 4. Does not submit mid-term or final-term grades on time. Two points deducted for each class in each semester. 5. Does not submit mid-term or final exam papers on time. One point deducted for each class in each semester. 6. Cancels a scheduled exam only after printing out exam notification sheets. One point deducted for each class in each semester. 7. Makes amendments to recorded semester grades. One point is deducted each semester for each class. 8. Does not appropriately 	<p style="text-align: center;"><u>The teacher:</u></p> <ol style="list-style-type: none"> 1. Receives a grade that is higher than the mean grade earned by faculty in the TKU Teaching Assessment. One point (awarded) for each class in each semester. 2. Is selected among TKU faculty to receive an Outstanding Teacher Award. Five points awarded each time. 3. Is selected among TKU faculty to receive an Outstanding Teaching Material Award. Two points awarded each time. 4. Is selected for the TKU Teaching Innovation Results Award. Awarded 2 points for each case. 5. Teaches a professional service learning course, a Ministry of Education University Social Responsibility (USR) course (non professional service learning course), a general education micro course to supplement the instruction of regular courses, a blended course, a distance education course, or a course taught in English. One point awarded for each class in each semester. 6. Offers remedial classes for foreign students, students in danger of receiving penalties for

	<p>Specialization,”</p> <p>Note: If the teacher fulfils these six basic criteria, he / she will receive a standard score of 70. If any of these criteria are not met, marks should be deducted based on the “Deduction of Marks” criteria listed adjacently.</p>		<p>make-up for missed classes in accordance with related regulations. Two points each time.</p> <p>9. Those who have not reached the stipulated number of times of on-campus instructional training sessions shall have 2 points deducted for each session missed.</p>	<p>poor grades, and special needs students. One point awarded for each case in each semester.</p> <p>7. Those who exceed the stipulated number of on-campus instructional training sessions shall add two points for each additional session up to at most four points.</p> <p>8. Serves as convener of general education micro courses. One point awarded for each semester.</p>
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