

## NATIONAL TAIWAN UNIVERSITY

# Center for General Education Regulations Governing the Establishment and Selection of the Outstanding Teaching Faculty Member Selection Panel in the Field of General and Liberal Education, and Communication, Expression, and Career Development

September 24, 2023 Passed by the 1<sup>st</sup> Center Affairs Meeting, fall semester, Academic Year 2023-24  
October 31, 2023 Passed by the 3,157<sup>th</sup> Administrative Meeting  
November 29, 2023 Promulgation of the amended Title and Regulations  
(Full amendment history detailed at the end of this document)

Article 1 National Taiwan University (NTU or “the University”) Center for General Education (“the Center”) formulates the Regulations Governing the Establishment and Selection of the Outstanding Teaching Faculty Member Selection Panel in the Field of General and Liberal Education, and Communication, Expression, and Career Development (“the Regulations”) to establish an Outstanding Teaching Faculty Member Selection Panel (“the Panel”) for selecting outstanding teaching faculty members in the field of General and Liberal Education (GLE), and Communication, Expression, and Career Development in accordance with Article 5, Paragraph 1 of the Center’s *Regulations Governing the Establishment and Selection of the Outstanding Teaching Faculty Member Selection Committee*.

Article 2 The Panel shall select Outstanding Teaching Faculty Members in the field of GLE and Communication, Expression and Career Development based on the available quota as notified by the University. Following the initial selection, the nomination list shall be forwarded to the Center’s Outstanding Teaching Faculty Member Selection Committee for a secondary review.

The award quota set for the current year, as specified in the Regulations, refers to the collective number of Distinguished Teaching Awards and Outstanding Teaching Awards available for the field of GLE and Communication, Expression, and Career Development for the year.

Article 3 The Panel consists of one ex officio member and several elected members as follows:

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1. The director of the Center's Division of Liberal Education shall serve as the ex officio member, convener, and chair of the Panel's meetings.
2. 10-12 elected members shall be elected among the Center's Curriculum Committee.

The duties of the Panel are as follows:

1. The term of the ex officio member shall last until the termination of their term of office.
2. Elected members shall serve a one-year term but may serve consecutive terms if reappointed. If a vacancy occurs during their term, the Center's Curriculum Committee shall appoint a new member in descending order of votes from the election, who shall only serve for the remainder of the term.

Article 4 If the ex officio member is a candidate for the Outstanding Teaching Faculty Member in the field of GLE and Communication, Expression, and Career Development, the Panel shall elect one member among themselves as the chair.

The Panel members shall attend the meetings by themselves and may not be represented by a proxy.

A meeting may be held only when at least half of the Panel members are present. Meeting resolutions may only be adopted when more than half of the attending members agree.

Panel members shall recuse themselves from participating in review or discussions on matters relating to issues where they have conflicts of interest. Should a member not voluntarily recuse themselves, the chair of the Panel may request the member to do so.

Members of the Panel who are recused as described in the preceding paragraph shall not be counted towards the quorum required for attendance and for voting.

Article 5 The review and selection procedures stipulated in the Regulations shall be conducted based on materials related to candidates' teaching performance.

Article 6 Selection of Outstanding Teaching Faculty Members in the field of GLE and Communication, Expression and Career Development shall be conducted as follows, after the list of qualified faculty members is provided by the Office of Academic Affairs:

1. The Center shall assess the faculty members based on their Teaching Performance Evaluation Rating from the preceding 2 semesters. This assessment shall generate a nomination list that comprises faculty members 4 times the designated award quota. The nomination list shall then be submitted to the Panel for review. If multiple last nominated faculty members share the same rating, all of them shall be included.
2. The Center shall inform each academic program of the nominated faculty members selected in accordance with the preceding subparagraph after confirmation. Subsequently, the nominated candidates shall submit materials for review in accordance with Article 7. Each academic program may also offer comments on the shortlist for the Panel's consideration in the determination of the shortlist of Outstanding Teaching Faculty Members and the waitlist.

Article 7 For nominated candidates in the field of GLE and Communication, Expression, and Career Development, the information forms (limited to 30 A4 pages) for candidates vying for the title of Outstanding Teaching Faculty Members in the field of GLE and Communication, Expression, and Career Development shall be submitted to the Center. The Office of Academic Affairs shall also provide a table presenting their teaching accomplishments. Both sets of materials shall be used as reference material during the Panel's selection process.

Article 8 The Panel's procedures for nominating candidates for Outstanding Teaching Faculty Members are as follows:

1. The Panel shall conduct anonymous voting to evaluate the nomination list generated in accordance with Article 6, Subparagraph 1 and choose a number of candidates that is 1.5 times higher than the shortlist quota set for the current year, and compile a shortlist and a waitlist, based on each candidate's received votes, to be submitted to the Center. If the

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number of shortlisted faculty members exceeds the available quota for the year due to a tie in the votes, the Panel shall engage in further deliberation on the tied candidates and conduct subsequent votes, until a list ensuring that the number of candidates aligns with the established quota is compiled.

2. The Panel shall deliberate on the shortlist compiled in accordance with the preceding subparagraph, and proceed with a voting process to establish the recommendation lists for both the Distinguished Teaching Award and the Outstanding Teaching Award.

Article 9 Matters not addressed herein shall be handled in accordance with the relevant regulations of the University.

Article 10 The Regulations shall be passed by the Center Affairs Meeting and the Administrative Meeting and then implemented on the date of promulgation.

[Full amendment history]

March 25, 2008	Passed by the 2,518 <sup>th</sup> Administrative Meeting
November 25, 2008	Passed by the 2,551 <sup>st</sup> Administrative Meeting
December 01, 2009	Passed by the 2,601 <sup>st</sup> Administrative Meeting
November 09, 2010	Passed by the 2,645 <sup>th</sup> Administrative Meeting
October 25, 2011	Passed by the 2,690 <sup>th</sup> Administrative Meeting
November 26, 2013	Passed by the 2,788 <sup>th</sup> Administrative Meeting
September 26, 2016	Passed by the 2,918 <sup>th</sup> Administrative Meeting
March 21, 2023	Passed by the 3,142 <sup>nd</sup> Administrative Meeting