

Guidelines for Faculty Promotion Evaluation of the College of Engineering, National Sun Yat-sen University

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- I. The College of Engineering stipulates the Guidelines in accordance with the *Regulations for Establishment of Faculty Evaluation Committee at National Sun Yat-sen University* and the *Regulations for Promotion Evaluation of Faculty at National Sun Yat-sen University* to handle the evaluation of professorship rank promotion of its faculty members.

- II. The faculty members of all ranks of the College must meet the requirements stated in Article 2 and Article 3 of the *Regulations for Promotion Evaluation of Faculty at National Sun Yat-sen University* as well as the following conditions based on the promotion channels they choose before they submit an application for promotion:
 - (I) Category of general research:
 1. An assistant professor shall meet the following criteria to be promoted to associate professorship:
 - (1) An applicant must have published at least five papers in SCIE-indexed journals as the first or corresponding author (excluding student authors) within five years of the current rank. Alternatively, the applicant must have published three to four

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papers in SCIE-indexed journals in the abovementioned authorship and host at least three general research projects commissioned by National Science and Technology Council within five years of the current rank.

- (2) The representative works must have been published in SCIE-indexed journals under the name of National Sun Yat-sen University within three years of the current rank and must not be the extension of the doctoral dissertation of the applicant.
- (3) The applicant must be the only author aside from the student he/she supervised of at least one paper in his/her representative or reference works. The first affiliation of the student in the said paper must be National Sun Yat-sen University.

2. An associate professor shall meet the following criteria to be promoted to professorship:

- (1) The applicant must have published at least five papers in SCIE-indexed journals as the first or corresponding author (excluding student authors) within five years of the current rank.
- (2) The representative works must have been published in SCIE-indexed journals under the name of National Sun Yat-sen University within three years of the current rank and must not be the extension of the doctoral dissertation of the applicant.
- (3) The applicant must be the only author aside from the student and postdoctoral researcher he/she supervised of at least one paper in his/her representative works or of at least one third of papers in his/her reference works. The first affiliation of the student and postdoctoral researcher in the said papers must be National Sun Yat-sen University.

(II) Category of technology application (Both of the following criteria must be met):

1. The applicant must have received either Outstanding Teacher Award (industry-academia research) or Excellent Industry-academia Research Teacher Award from

the University, or achieved a total score of 24 points or above as required by evaluation criteria outlined in A2: Industry-academia Research Performance (category of technology application) of the Rules of Faculty Promotion Evaluation Scoring at National Sun Yat-sen University.

2. The representative technical reports must be produced under the name of National Sun Yat-sen University within three years of the current rank, and the results must be recognized by the Office of Global Industry-Academe Collaboration and Advancement of the University.

(III) Teaching research (All three of the following criteria must be met):

1. The applicant must have published at least three papers in SCIE-indexed journals as the first or corresponding author (excluding student authors) within five years of the current rank. Alternatively, the applicant must have published two papers in SCIE-indexed journals in the abovementioned authorship and host at least two general research projects commissioned by National Science and Technology Council within five years of the current rank.
2. The applicant must have received either Outstanding Teacher Award (category of teaching) or Teaching Excellence Award from the University, or recommended and selected by the College for the Teaching Excellence Award of the University for at least two times.
3. The applicant's representative works of teaching research must have been published under the name of National Sun Yat-sen University within three years of the current rank, and the applicant must have been the first or corresponding author (excluding student authors) of these works. The first affiliation of the students in the said works must be National Sun Yat-sen University.

- III. The department/institute/master's program faculty evaluation committees (hereinafter referred to as department-level faculty evaluation committees) must submit promotion applications that have successfully passed the evaluation to the College Faculty Evaluation Committee for further assessment by the deadline specified by the University and the College. When conducting evaluations, department-level faculty evaluation committees must submit

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the academic research results of the applicants as well as a list of abstentions to the College Faculty Evaluation Committee for academic research evaluation. After this, the application will be sent to external evaluation by the University. The results of the external evaluation will then be sent back to the department-level faculty evaluation committees for their own evaluation.

IV. The College Faculty Evaluation Committee will score the promotion application in accordance with the following criteria. For applicants under the category of general research or technology application, the score will be based on industry-academia research performance (70%), teaching performance (20%), and service performance (10%). For applicants under the category of teaching research, the score will be based on industry-academia research performance (60%), teaching performance (30%), and service performance (10%). The applications will be evaluated in accordance with the *Rules for Faculty Promotion Evaluation of the College of Engineering*. Applications that have passed the evaluation will be submitted to the University Faculty Evaluation Committee for university-level evaluation. In the event of failed evaluation, the applications will be returned to the applicants with detailed explanations and evaluation opinions. Applicants who are discontent with the evaluation results can file a complaint or rebuttal in accordance with *the Regulations for Promotion Evaluation of Faculty at National Sun Yat-sen University*.

V. In accordance with *the Regulations for Promotion Evaluation of Faculty at National Sun Yat-sen University*, applications from the faculty members of all ranks of the College will be sent to five external members by the University for external evaluation.

The scoring ratio for external evaluation is 70% for representative works and 30% for reference works.

The total marks for external evaluation are 100 points, and they are classified into four categories: “excellent,” “good,” “fair,” and “poor.” The marks for each category are as follows:

- (1) Excellent: 90 points to 100 points.
- (2) Good: 80 points or above but below 90 points.
- (3) Fair: 70 points or above but below 80 points.
- (4) Poor: Below 70 points.

Applicants seeking promotion to professorship or associate professorship must be rated “good”

or above from at least four external evaluators. The external evaluation requires a minimum average score of 81 points for promotion to professorship and 78 points for promotion to associate professorship.

Applicants not reaching the minimum scores are considered to have failed the evaluation.

- VI. When applying for promotion, faculty members of the College shall submit for evaluation no more than six academic research papers, industry-academia technology application reports, or teaching practice reports published within their current ranks if they are seeking promotion from assistant professorship to associate professorship, or no more than ten of the said publications if they are seeking promotion from associate professorship to professorship. Applicants shall choose one of the submitted publications as the representative work, while the rest shall be listed as reference works. Works that belong to a series of relevant studies may be combined into the representative work.
- VII. Faculty members of the College who do not pass the evaluation must follow the required procedure and resubmit their documents if they choose to reapply for promotion. When resubmitting academic research publications that were previously submitted as reference works, applicants seeking promotion from assistant professorship to associate professorship shall add or replace at least one publication in reference works, while applicants seeking promotion from associate professorship to professorship shall add or replace at least two publications in the reference works.
- VIII. Matters not stated in the Guidelines shall be handled according to the law and relevant rules of NSYSU.
- IX. The Directives have been examined and passed by the College Faculty Evaluation Committee, meetings of the Council of the College, and the Faculty Evaluation Committee of the University and then submitted to the President for approval of implementation. The same procedure shall apply to all amendments to the Directives.