

國立中山大學文學院新聘教師評鑑指標表

109.05.14 文學院 108 學年度第 3 次院務會議通過

109.06.11 本校第 400 次校教評會通過

113.09.26 文學院 113 學年度第 1 次院務會議通過

113.12.26 本校第 440 次校教評會通過

一、教學項目(5 年總分至多 100 分)

A1、校訂教學基本門檻(60 分) □總分(A1) = 60 分 □未通過 (教師評鑑時至少三學年度之授課時數需達本校「教師授課鐘點核計準則」規定，並符合下列四項(A1-1 至 A1-4)中之三項，即獲 60 分基本分。若基本門檻未達成者，即教學項目未通過評鑑。) (*雙語辦：編號隸屬於A1，細項編號應為A1-1、A1-2...，取代原先的A11、A12...)					
項 目		達成與否			
		教師 自評	系所 複核	教師所屬 單位核章	業務權責 單位核章
A1-1	教師至少三個學年度平均教學當量高於(等於)系所後 30%之落點平均當量數。(由教務處提供歷年資料)	<input type="checkbox"/> 是 <input type="checkbox"/> 否	<input type="checkbox"/> 是 <input type="checkbox"/> 否		
A1-2	教師至少六個學期授課之教學意見調查平均得分高於(等於)院後 5%之落點平均得分。(由教務處提供歷年資料)	<input type="checkbox"/> 是 <input type="checkbox"/> 否	<input type="checkbox"/> 是 <input type="checkbox"/> 否		
A1-3	評鑑年限內，參與新進教師研習及教學觀課(含教學演示及微型教學)至少各 1 場。(由受評鑑教師提供資料)	<input type="checkbox"/> 是 <input type="checkbox"/> 否	<input type="checkbox"/> 是 <input type="checkbox"/> 否		
A1-4	評鑑年限內，參與教學觀摩及各類教師教學知能相關研習/工作坊至少 5 場。(由受評鑑教師提供資料)	<input type="checkbox"/> 是 <input type="checkbox"/> 否	<input type="checkbox"/> 是 <input type="checkbox"/> 否		
A2、校訂教學成效 (至多 20 分) 總分(A2) = 分 (A2-1 至 A2-7 加總) (*雙語辦：編號隸屬於A2，細項編號應為A2-1、A2-2...，取代原先的A21、A22...)					
項 目	分數	教師 自評	審核 分數	教師所屬 單位核章	業務權責 單位核章
A2-1 、參與教學觀摩、各類跨領域教師教學知能相關研習/工作坊、教學演示、教學觀課滿 5 場	1 分/每增加 1 場，至多 6 分				
A2-2 、獲頒教學優良課程	2 分/每門每次，至多 6 分				

A2-3、本校教學績優獎	10 分/次				
A2-4、開設通識課程	2 分/每門，至多 6 分				
A2-5、開設全英語授課課程	2 分/每門，至多 6 分				
A2-6、申請通過高教深耕創新課程計畫、數位化學習計畫或執行雙語化相關計畫(含擔任學分學程負責人、擔任領航教師或 EMI 顧問教師有實際輔導事實者、取得本校 EMI 教師培訓認證、擔任 EMI 教師培訓計畫諮詢導師)	2 分/件(學程/群/證)，至多 10 分				
A2-7、參與本學院舉辦其他教學優良獎項/活動	1 分/件，至多 4 分				

A3、委員綜合評分 (至多 20 分) 委員分數(A3) = 分

委員就受評鑑教師提供包含 A1、A2 相關教學資料、教學歷程檔案(Teaching Portfolio)內教師教學理念、教學準備、授課情形、指導學生研究、學生學習成效、教學相關進修研習等進行綜合評分。

教學總分(A) = A1+A2+A3= 分

備註：

- 1.依據「國立中山大學文學院新聘教師評鑑實施要點」第四點，各評鑑項目結果均應達七十分(含)以上者始為通過評鑑。
- 2.教學觀課/教學演示：係指由領航教師/EMI 顧問教師觀察教學現場教師授課並給予回饋，以達精進教學之目的，申請教師應為被觀者。
- 3.教學觀摩：係指由校級績優教師提供至少一門觀摩課程，申請者抵達教室觀摩其上課。

二、研究項目(5 年總分至多 100 分)

B1、院訂研究基本門檻 ☐通過 ☐未通過

(B1-1 或 B1-2 應達成至少一件。若基本門檻未達成者，即研究項目未通過評鑑。)

(*雙語辦：編號隸屬於B1，細項編號應為B1-1、B1-2，取代原先的B11、B12)

項 目	標準	實際件數	達成與否			
			教師自評	系所複核	教師所屬單位核章	業務權責單位核章

B1-1 國科會專題研究計畫	至少一件		<input type="checkbox"/> 是 <input type="checkbox"/> 否	<input type="checkbox"/> 是 <input type="checkbox"/> 否		
B1-2 教育部教學實踐研究計畫	至少一件		<input type="checkbox"/> 是 <input type="checkbox"/> 否	<input type="checkbox"/> 是 <input type="checkbox"/> 否		

B2、研究績效(合計至多 80 分) 總分(B2) = (B2-1+ B2-2) = 分

(*雙語辦：編號隸屬於B2，細項編號應為B2-1、B2-2，取代原先的B21、B22)

B2-1、計畫爭取績效 總分(B2-1) = 分

(*雙語辦：編號隸屬於B2-1，細項編號應為B2-1-1、B2-1-2...，取代原先的B211、B212...)

項 目		分數	教師自評	審核分數	教師所屬單位核章	業務權責單位核章
B2-1-1	經簽約且含有計畫經費之國際合作計畫	20 分/件年				
B2-1-2	文化部、國藝會計畫	20 分/件年				
B2-1-3	國科會專題研究計畫	20 分 /件年				
B2-1-4	教育部教學實踐研究計畫	通過	20 分/件年			
		未通過	第一次 3 分/件年，第二次 2 分/件年，第三次 1 分/件年			
B2-1-5	參與單一整合型計畫(經研究發展處認定)	3 分/件年				
B2-1-6	具人文、法政府機關委託之產學合作計畫	計畫主持人累計計畫金額達 25 萬元者得 1 分，超過 25 萬元之部份，每 5 萬元得 0.1 分				

政、社經、 管理等專長 之教師	非政府(企業及法人)機 關委託之產學合作計畫	計畫主持人累計計畫金 額達 15 萬元者得 1 分，超過 15 萬元之部 份，每 3 萬元得 0.1 分				
B2-1-7	經本校業務承辦單位認定之 技術移轉案	技轉金額累計每達 40 萬 元或學校、院及系所(不 含發明人)回饋金累計每 達 10 萬元，得計 12 分				
小計	分數(B2-1) =		分(B2-1-1 至 B2-1-7 加總)			
備註:「B2-1、計畫爭取績效」之研究計畫須為計畫主持人始可計分。						
B2-2、論文、專利、專書或展演		總分(B2-2) =	分			
(*雙語辦：編號隸屬於B2-2，細項編號應為B2-2-1、B2-2-2...，取代原先的B221、B222...)						

項 目		分數	自評 分數	審核 分數	教師所 屬單位 核章	業務權 責單位 核章
B2-2-1 具 人文、法 政、社 經、管理 等專長之 教師	SCIE、SSCI、AHCI 期 刊論文/篇	10 分/篇				
	TSSCI、MLA、RILM、 Scopus 期刊論文	10 分				
	THCI 第一級核心期刊論 文/篇	10 分/篇				
	THCI 第二級核心期刊論 文/篇	8 分/篇				
	具有審查制度的期刊論 文	6 分/篇上限 18 分				
	具審查機制的專書	10 分/本				
		上限 20 分				
	其他具有審查制度的學 術性專章著作	6 分/篇上限 18 分				
B2-2-2	國際/國內一級及其他展 演場地或大型創作/製作發表	10 分/件				
B2-2-3	國內二級、三級及其他展演 場地或中小型創作/製作發表	8 分/件				
B2-2-4	創作性作品之展示及發表	6 分/件				
B2-2-5	相關研究 (含翻譯、展演、 創作及獎項)	學院認定				

B2-2-6 經本校業務承辦單位認定之核准獲證專利，主要發明人之研究成果以學校名義申請獲得發明專利，或以個人名義申請獲得之發明專利讓與學校(以上與廠商共同申請者皆不列計)	中華民國與中國專利每件 2 分，美、日、歐盟專利每件 5 分，其他國家專利之評分由全球產學營運及推廣處認定。同一技術之多國獲證專利，最多採計每件 20 分為限									
小計	分數(B2-2) = 分(B2-2-1 至 B2-2-6 加總)									
備註:「 B2-2 、論文、專利、專書或展演」之期刊論文因本鼓勵合作之精神採作者均相同標準計分；相關研究 (含翻譯、展演、創作) 由本學院認定。										
B3、委員綜合評分(至多 20 分) 委員分數(B3) = 分										
委員就受評教師提供包含 B1、B2 相關研究資料等進行綜合評分。										
<div style="text-align: right; font-size: 1.2em; font-weight: bold;">研究總分(B)=B1 + B2 + B3 = 分</div> 備註:依據「國立中山大學文學院新聘教師評鑑實施要點」第四點，各評鑑項目結果均應達七十分(含)以上且研究部分於受評期間內須有國科會專題研究計畫或教育部教學實踐研究計畫至少一件者，始為通過評鑑。										

三、輔導及服務項目(5 年總分至多 100 分)

C1、輔導及服務榮譽(至多 10 分) 總分(C1):= 分					
(*雙語辦：編號隸屬於C1，細項編號應為C1-1、C1-2...，取代原先的C11、C12...)					
項 目	分 數	教師 自評	審核 分數	教師所 屬單位 核章	業務權 責單位 核章
C1-1、本校優良導師	10 分/次				
C1-2、院優良導師	6 分/次				
C1-3、系所推薦之優良導師	3 分/次				
小計	分數(C1) = 分(C1-1 至 C1-3 加總)				
C2、輔導及服務(至多 60 分) 總分(C2)= (C2-1+C2-2)= 分					
(*雙語辦：編號隸屬於C2，細項編號應為C2-1、C2-2，取代原先的C21、C22)					
C2-1、校內輔導及服務(至多 40 分) 總分(C2-1)= 分					
(*雙語辦：編號隸屬於C2-1，細項編號應為C2-1-1、C2-1-2...，取代原先的C211、C212...)					
項 目	分 數	教師 自評	審核 分數	教師所 屬單位 核章	業務權 責單位 核章
C2-1-1、擔任導師(須附活動證明)	5 分/學年				
C2-1-2、一、二級單位主管工作	15 分/學期				
C2-1-3、校、院、系所會議委員會代表	2 分/學期				
C2-1-4、招生宣導	5 分/次				
C2-1-5、本校辦理的考試之監考	2 分/次				
C2-1-6、擔任學生活動指導	3 分/次				
C2-1-7、本校績優社團指導老師	10 分/次				
C2-1-8、擔任學生社團指導老師	3 分/學期				

小計	分數(C2-1) =	分(C2-1-1 至 C2-1-8 加總)
C2-2、院、系所服務(至多 40 分) 總分(C2-2) = 分		
(*雙語辦：編號隸屬於C2-2，細項編號應為C2-2-1、C2-2-2...，取代原先的C221、C222...)		
項 目	分 數	審 核 分 數
C2-2-1、編輯院、系所刊物、簡介	(由系所認定給分)	教師所屬 單位核章
C2-2-2、招生命題 各項甄試委員或閱卷		
C2-2-3、各種推廣科學教育輔導工作		
C2-2-4、協助院、系所辦理重要學術會議		
C2-2-5、參加系所學生活動		
C2-2-6、推廣教育開課		
C2-2-7、奉派代表系所、院、校參加外校活動		
C2-2-8、其他重要服務		
小計	分數(C2-2) =	分(C2-2-1 至 C2-2-8 加總)
C3、委員綜合評分 (至多 30 分) 委員分數(C3) = 分		
委員就受評鑑教師提供包含 C1、C2 相關輔導及服務資料、教學歷程檔案(Teaching Portfolio)內之校內、外服務及學生輔導情形等進行綜合評分。		
<p style="text-align: center;">輔導及服務總分(C) = C1+C2+C3= 分</p> <p>備註:依據「國立中山大學文學院新聘教師評鑑實施要點」第四點，各評鑑項目結果均應達七十分(含)以上者始為通過評鑑。</p>		

註：教師如有因涉嫌詐領研究費遭檢調單位起訴、辦理採購案件遭審計單位調查或違反本校聘約、教師守則相關規定情事，提三級教師評審委員會通過者，輔導及服務項目總分由校教師評審委員會逕予調整。

受評教師： 單位主管： 院長：

(填寫日期: 年 月 日)

New Faculty Assessment Form in the College of Liberal Arts

Approved at the 3rd College Council meeting on May 14, 2020

Approved at the 400th University Faculty Evaluation Committee meeting on June 11, 2020

Approved at the 1st College Council meeting on September 26, 2024

Approved at the 440th University Faculty Evaluation Committee meeting on December 26, 2024

I. Teaching (a max. of 100 points under 5-year assessment period)

A1. Teaching threshold, as stipulated by the Office of Academic Affairs (OAA): 60 points <input type="checkbox"/> pass, with a score of 60 points granted <input type="checkbox"/> not pass (New faculty under assessment shall receive 60 points when fulfilling the required teaching hours over at least three academic years, as stipulated in the University's <i>Guidelines on the Calculation of Hourly Pay for Faculty Members</i> , and three of the following four requirements (A1-1 to A1-4). Nevertheless, those who do not meet the teaching threshold shall be considered not passing the assessment in teaching.)					
Items	Pass or not				
	Self-assessment	Verification by the affiliated unit	Approval from the affiliated unit	Approval from the unit in charge	
A1-1. The faculty's average teaching equivalent over at least three academic years is at or above that of the last 30% of the faculty in the affiliated unit. (The OAA shall provide relevant data over the past years for reference.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
A1-2. The faculty's average score of teaching survey over at least six semesters is at or above that of the last 5% of the faculty in the College. (The OAA shall provide relevant data over the past years for reference.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
A1-3. The faculty participates in at least 1 new faculty workshop and 1 class observation (including teaching demonstration and micro-teaching) within the assessment period. (The assessed faculty shall provide supporting documents.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
A1-4. Within the assessment period, the faculty participates at least 5 of the following activities: model sessions and teaching-related seminars/workshops. (The assessed faculty shall provide supporting documents.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
A2. Teaching effectiveness, as stipulated by the OAA (a max. of 20 points) Subtotal of A2 (A2-1 to A2-7)= points					
Items	Points	Self-assessment	Verified points	Approval from the affiliated unit	Approval from the unit in charge
A2-1.	1 point per session 6 points (max.)				

participating in model sessions, various interdisciplinary seminars or workshops related to teaching knowledge, teaching demonstrations, and class observations (beyond the required 5 sessions stipulated in A1-4)					
A2-2. receiving the award of the University's Outstanding Course	2 points per award 6 points (max.)				
A2-3 receiving the award of the University's Prominent Faculty in teaching	10 points per award				
A2-4. offering general education courses	2 points per award 6 points (max.)				
A2-5 offering EMI courses	2 points per course 6 points(max.)				
A2-6 conducting the HESP Course Innovation Project, digital learning projects, or other EMI-related projects (including serving as a course module coordinator, pilot teacher, EMI advisor with actual tutoring experiences, or advisor of the EMI Professional Development Program, and obtaining the certificate of EMI Professional Development Program	2 points per project/certificate 10 points (max.)				
A2-7 receiving college outstanding teaching awards or participating in its activities	1 point per award/activity 4 points (max.)				

A3. Holistic assessment by the Faculty Assessment Committee (FAC) of the College
= points (a max. of 20 points)

The FAC members shall conduct the assessment based on the faculty's supporting documents related to A1 and A2, as well as their teaching portfolio regarding teaching principles, course preparation, actual teaching, and supervision on students' research, students' learning effectiveness and participation in teaching-related enhancement sessions.

Total (A) = A1+A2+A3 points

Notes:

1. New faculty are deemed passing the assessment when receiving a score of at least 70 in each category, as stipulated in Article 4 of *Guidelines on the Implementation of New Faculty Performance Assessment in the College of Liberal Arts*.
2. Class observation/Teaching demonstration: Pilot teachers or EMI advisors are present in the faculty's classroom to provide feedback to help enhance their teaching effectiveness. Faculty members who submit applications shall be observed.
3. Model session: An awardee of the University's Prominent Faculty in teaching may conduct at least one model session. Faculty members who submit applications shall observe the session.

II. Research (a max. of 100 points under 5-year assessment period)

A1. Research threshold, as stipulated by the College <input type="checkbox"/> pass <input type="checkbox"/> not pass (New faculty under assessment shall fulfill at least one of the B1 requirements (B1-1 or B1-2). Those who do not meet the research threshold shall be considered not passing the assessment in research.)						
Items	Threshold (at least one of either)	Actual number of project(s)	Pass or not			
			Self-assessment	Verification by the affiliated unit	Approval from the affiliated unit	Approval from the unit in charge
B1-1 NSTC research project			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
B1-2 MOE teaching practice research program			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
B2. Research performance (a max. of 80 points) Subtotal of B2 (B2-1+B2-2) = points						
B2-1. Research Projects Subtotal of B2-1= points						
Items	Points	Self-assessment	Verified points	Approval from the affiliated unit	Approval from the unit in charge	
B2-1-1 international collaboration projects supported by a formal contract and funding	20 points per project each year					
B2-1-2 projects granted by the Ministry of Culture or the National Culture and Arts Foundation	20 points per project each year					
B2-1-3 NSTC research project	20 points per project each year					
B2-1-4 MOE teaching practice research program	projects granted	20 points per project each year				
	projects not granted	the 1st: 3 points; the 2nd: 2 points; the 3rd: 1 point				
B2-1-5 single collaborative research project (to be approved by the Office of Research & Development)	3 points per project each year					

B2-1-6 faculty specializing in humanities, law, political and social sciences, or management	government industry-academia collaboration projects	serving as the principal investigator (PI), with 1 point for accumulated project grants reaching TWD 250,000 and 0.1 points for every additional TWD 50,000 beyond that				
	non-government industry-academia collaboration projects (including those from enterprises and legal entities)	serving as the PI, with 1 point for accumulated project grants reaching TWD 150,000 and 0.1 points for every additional TWD 30,000 beyond that				
B2-1-7 technology transfer cases approved by the responsible unit		12 points for every TWD 400,000 in technology transfer, or every TWD 100,000 in compensation to the academic units (excluding the inventors themselves)				
Subtotal		Subtotal of B2-1 = points (B2-1-1 to B2-1-7)				
Notes: The assessed faculty member shall be the PI to receive the points of B2-1 Research project.						
B2-2. Papers, patents, publications, or performances						
Subtotal of B2-2= points						
Items		Points	Self-assessment	Verified points	Approval from the affiliated unit	Approval from the unit in charge
B2-2-1 faculty specializing in humanities, law, political and social sciences, or management	papers published in SCIE, SSCI, AHCI journals	10 points per paper				
	papers published in TSSCI, MLA, RILM, Scopus journals	10 points per paper				
	papers published in THCI first-tier core journals	10 points per paper				
	papers published in THCI second-tier core journals	8 points per paper				
	papers in other journals with a review mechanism	6 points per paper 18 points (max.)				

	research publication with a review mechanism	10 points per book 20 points (max.)				
	other academic publications, such as book chapters, with a review mechanism	6 points per chapter 18 points (max.)				
B2-2-2 international/domestic first-class performance venue, or large creative production		10 points per case				
B2-2-3 domestic second/third-class or other performance venue, or medium/small creative production		8 points per case				
B2-2-4 creative work exhibition or publication		6 points per case				
B2-2-5 relevant research (including translation works, performances, creative works, and awards)		to be approved by the College				
B2-2-6 invention or design patent awarded from research results of the PI with NSYSU as the owner, or PI's patent with ownership transferred to NSYSU, which is approved by the University's unit in charge according to the patent certificate. (Note: Those applied with enterprises or legal entities as co-owners shall not be counted.)		<ul style="list-style-type: none"> • Taiwan and China patents: 2 points each • US, Japanese, and EU patents: 5 points each • patents awarded in other countries to be approved by the OGIACA A maximum of 20 points shall be counted if a single patent is accredited by various countries.				
Subtotal		Subtotal of B2-2= points (B2-2-1 to B2-2-6)				

Notes:

Co-authors under the B2-2 shall be assessed in accordance with the same standards, so as to encourage the collaborative work; cases of B2-2-5 relevant research (translation works, performances, creative works or awards) shall be approved by the College.

B3. Holistic assessment by the FAC= points (a max. of 20 points)

The FAC members shall conduct the assessment based on the faculty's supporting documents related to B1 and B2.

Total (B)=B1+B2+B3 points

Notes: Each evaluated category shall be 70 points or over according to Item 4 of *Guidelines on the Implementation of New Faculty Performance Evaluation in the College of Liberal Arts*, along with providing at least one research collaboration plan and application for NSTC or MOE Teaching Practice Research Programs.

III. Counseling and services (a max. of 100 points under 5-year assessment period)

C1. Honors (a max. of 10 points) Subtotal of C1= points					
Items	Points	Self- assessment	Verified points	Approval from the affiliated unit	Approval from the unit in charge
C1-1 receiving the University Outstanding Mentor Award	10 points per award				
C1-2 receiving the College Outstanding Mentor Award	6 points per award				
C1-3 being the outstanding mentor recommended by the affiliated unit	3 points per award				
Subtotal	Subtotal of C1= points (C1-1 to C1-3)				
C2. Counseling and services (a max. of 60 points) Subtotal of C2 = points (C2-1+ C2-2)					
C2-1. Counseling and services on campus (a max. of 40 points) Subtotal of C2-1= points					
Items	Points	Self- assessment	Verified points	Approval from the affiliated unit	Approval from the unit in charge
C2-1-1 serving as a mentor (supporting documents to be provided)	5 points per academic year				
C2-1-2 serving as the first or second level supervisor	15 points per semester				
C2-1-3 serving as a representative for the department/institute, the College, or the University committees/councils	2 points per semester				
C2-1-4 recruitment promotion	5 points per case				
C2-1-5 serving as the proctor for the exams handled by the University	2 points per case				
C2-1-6 serving as the advisor for student activities	3 points per case				
C2-1-7 receiving the NSYSU Advisor Award for Student Club	10 points per case				
C2-1-8 serving as the advisor for student club	3 points per semester				
Subtotal	Subtotal of C2-1= points (C2-1-1-C2-1-8)				

C2-2. Services for the affiliated department/institute and the College (a max. of 40 points)			
Subtotal of C2-2= points			
C2-2-1 editing the publications and brochures for the department/institute or the College	Points	Verified points	Approval from the affiliated unit
C2-2-2 composing or grading entrance exam papers, or serving as the exam committee member	to be approved by the affiliated department/institute		
C2-2-3 promoting various science education			
C2-2-4 assisting in important academic seminars for the affiliated department/institute or the College			
C2-2-5 attending student activities organized by the affiliated department/institute			
C2-2-6 offering continuing educational courses			
C2-2-7 attending external activities and events on behalf of the affiliated department/institute and the College			
C2-2-8 other important services			
Subtotal	Subtotal of C2-2= points (C2-2-1 to C2-2-8)		
C3. Holistic assessment by the FAC= points (a max. of 30 points)			
The FAC members shall conduct the assessment based on the faculty's supporting documents related to C1 and C2, as well as their teaching portfolio regarding the internal and external services, and students' counseling services.			
Total (C)=C1 + C2 + C3 = points			
Notes: New faculty are deemed passing the assessment when receiving a score of at least 70 in each category, as stipulated in Article 4 of <i>Guidelines on the Implementation of New Faculty Performance Assessment in the College of Liberal Arts</i> .			
Notes: For the faculty prosecuted for alleged embezzlement of research subsidies, involved in any procurement case investigation by the auditing/accounting unit, or violating the University's <i>Faculty Contract Agreement</i> or <i>Faculty Code of Conduct</i> , the total points of counseling and services shall be directly adjusted by the University Faculty Evaluation Committee after the said case is corroborated with documentation by the affiliated units or related committees, approved by the department, college and University faculty evaluation committees, in succession.			

The assessed faculty member:

Head of the affiliated department/institute:

Dean of the College:

Date: (YYYY/MM/DD)