

National Taiwan Normal University Guidelines for Consultation and Improvement Plans Based on Teacher Evaluations

2014.9.17 Passed during the 1st Administrative Meeting in the 2014 academic year

2014.12.10 Passed during the 3rd Academic Meeting in the 2014 academic year

2019.10.23 Passed during the 4th Academic Meeting in the 2019 academic year

- I. National Taiwan Normal University (NTNU) established these Guidelines to improve the quality of education, research, service and consultation of teachers, and to promote their professional growth in accordance with the NTNU Regulations for Conducting Teacher Evaluations.
- II. If full-time teachers at NTNU fail to pass the periodic teacher evaluation, their department shall propose a consultation and improvement plan in accordance with these Guidelines.
- III. Consultation and improvement plans shall include the following items:
 - (I) Name and grade of the teacher receiving consultation.
 - (II) The date of the teacher's previous evaluation and results of evaluation items.
 - (III) Consultation provided by the teacher's department or college and improvements made from the previous failed evaluation.
 - (IV) The date of the teacher's re-evaluation and results of evaluation items.
 - (V) Description of the teacher's re-evaluation.
 - (VI) The schedule and contents of subsequent consultation and improvements planned by the department.
- IV. The consultation and improvement plan in Article 3 of these Guidelines shall be formulated by the Consultation and Improvement Team, which shall be formed by 3-5 full-time associate professor or above teachers assembled by the department director.
- V. After the consultation and improvement plan is approved by all three levels of Faculty Evaluation Committees for future reference, it shall be implemented by the Consultation and Improvement Team in Article 4 of these Guidelines, and the Team shall submit consultation and improvement records during the evaluation in the following year.
- VI. These Guidelines have been implemented with approvals sought from the Academic Meeting. The same shall apply to all subsequent amendments.