

Rules on the Review of Merit Pay and Incentives for Recruitment and Retention of Outstanding and Talented Faculty in the College of Management at National Yang Ming Chiao Tung University

Passed at the 1st college affairs meeting for academic year 2021 on Aug 3, 2021

1. The National Yang Ming Chiao Tung University (NYCU) College of Management (hereinafter the College) develops the “Rules on the Review of Merit Pay and Incentives for Recruitment and Retention of Outstanding and Talented Faculty in the College of Management at National Yang Ming Chiao Tung University” (hereinafter the Rules) pursuant to the “Guidelines on the Provision of Merit Pay and Incentives for Recruitment and Retention of Outstanding and Talented Faculty at National Yang Ming Chiao Tung University,” in order to recruit and retain outstanding and talented personnel and boost the academic competitiveness of the College.
2. The target recipients of merit pay and incentives are subject to the provisions of Article 2 of the “Guidelines on the Provision of Merit Pay and Incentives for Recruitment and Retention of Outstanding and Talented Faculty at National Yang Ming Chiao Tung University.”
3. Eligibility for Exceptional and Outstanding Faculty Members
 - 1) Excellent faculty members

Those who have consistently demonstrated excellent performance over the past five years and who meet one of the following conditions:

 - (1) Laureate of the Nobel Prize or its equivalent.
 - (2) Awarded the title of an academician either nationally or internationally.
 - (3) Recipient of a prestigious award in the last five years which would enhance the international reputation of the University.
 - (4) Awarded the National Chair Professorship by the Ministry of Education.
 - (5) Winner of academic awards by the Ministry of Education.
 - (6) Recipient of two or more MOST Distinguished Research Awards or a MOST Contract Research Fellowship.
 - 2) Outstanding faculty members

Those who have consistently demonstrated outstanding performance over the past five years and who meet one of the following conditions:

 - (1) Recipient of MOST Distinguished Research Award in the past five years.
 - (2) Received two or more Ministry of Education teaching awards or the University's Outstanding Teaching Award in the past five years, and recommended by their faculties.
 - (3) Received other significant academic awards, both nationally and internationally, in the past five years and recommended by their respective colleges/departments.
 - (4) Awarded membership of major domestic and international societies in the past five years and recommended by their respective colleges/departments.
 - 3) Distinguished faculty members: Those who have demonstrated exceptional achievement in research, teaching and service and have been recommended by their respective departments/institutes and

approved by the College's merit pay review meeting.

4) Newly recruited exceptional and outstanding faculty members:

Those who have been included as personnel for three years and meet one of the following conditions:

- (1) Not a former or current full-time faculty member or research fellow within organization system of a domestic academic research institution.
- (2) The recruit has worked in a foreign academic research institution for the five years prior to his or her formal appointment to the University.

The past five years as stated above do not include the year of application. Applications are open to all those who meet the eligibility criteria in the subparagraphs of the preceding paragraph. Those who receive two or more incentives at the same time shall choose either the merit pay or the amount of the incentive.

4. Review Mechanism for Exceptional and Outstanding Faculty Members

- 1) Excellent and outstanding faculty members: recommended by their respective colleges and reviewed by the University's Merit Pay Review Committee.
- 2) Distinguished faculty members and newly recruited exceptional and outstanding faculty members: The College shall take into account the performance indicators listed in Article 5 hereof, with a review by the College's merit pay review meeting. An applicant who is the convenor of the College's merit pay review meeting may be referred to the University's Merit Pay Review Committee for review.

5. Criteria for Review of Exceptional and Outstanding Faculty Members

The weighting is determined by the University according to the development priorities by referring to the following items:

- 1) Teaching: recognition by major teaching awards, number of teaching hours and teaching response questionnaires, awards or performance in supervising students' academic research, assistance in instructional affairs promotion or teaching administration (e.g. participation in teaching-related committees), instructional affairs in support of university development and teaching performance in promoting internationalization.
- 2) Research: recognition by major national and international awards, quality of papers or monographs in relevant areas of excellence, external research funding, industry-academia collaboration (e.g. number of patents granted, amount of technology transfer and industry-academia projects) and other specific research results.
- 3) Services: Participation in internal committees, student counselling, administrative services, professional services, university social responsibility and other services.

6. Performance Requirements for Exceptional and Outstanding Faculty Members

- 1) The performance of exceptional and outstanding faculty members shall take into consideration all aspects of teaching, research and service, and the various performance requirements shall be governed by the provisions of Article 5 hereof.
- 2) The recipient of the award should submit a performance report in accordance with the requirements of the merit pay funding source, and the same applies to those who withdraw during the grant period. A performance report shall be compiled by the University and submitted as

required.

7. Regular Review and Evaluation Mechanism for Exceptional and Outstanding Faculty Members
 - 1) Excellent faculty members: At least once during the incentive period.
 - 2) Outstanding faculty members: Once every two years.
 - 3) Distinguished faculty members: Once every two years.
 - 4) Newly recruited exceptional and outstanding faculty members: Once a year.
8. The merit pay or the amount of incentives, the ratio of minimum salary difference for incentives, the period of payment and the ratio of payment for various types of top talents among the exceptional and outstanding faculty members of the College shall be subject to the provisions of Article 8 of the “Guidelines on the Provision of Merit Pay and Incentives for Recruitment and Retention of Outstanding and Talented Faculty at National Yang Ming Chiao Tung University” or in conformity with the relevant regulations of the University.

Classification of the College's distinguished faculty members: The University provides the total quota of applications for the year. With the number of applicants for excellent faculty, outstanding faculty and newly recruited exceptional and outstanding faculty deducted from the number of faculty members in each department/institute, each department/institute will recommend the top 30% (rounded up) of the faculty members to the College for the research category based on the number of points counted in the attached tables. After the deduction of the above-mentioned research quota for distinguished faculty members, the remaining spots for distinguished faculty members in the year will be equally allocated to the teaching and service categories, with priority given to the teaching category if there is one more place available.

9. The source of funding for merit pay in order to recruit and retain outstanding and talented personnel is governed by Article 9 of the “Guidelines on the Provision of Merit Pay and Incentives for Recruitment and Retention of Outstanding and Talented Faculty at National Yang Ming Chiao Tung University,” or in compliance with the relevant regulations of the University.
10. In the event that the College's exceptional and outstanding faculty members are newly recruited, retire, seconded, retained without pay or leave the College in the middle of the year, the merit pay is calculated on the basis of the proportion of the actual number of months on duty/in service in the year. For those seconded to an external institution, merit pay will be paid in proportion to the number of months of teaching in the year in which they return to the College. However, for excellent and outstanding faculty members seconded to a government agency to hold a civil service rank of grade twelve or above, a separate merit pay may be agreed upon with the University's Merit Pay Review Committee during the original incentive period and within the original incentive amount.
11. If an exceptional and outstanding teacher is recruited to a full-time teaching position not within organization system at the University, and if he/she meets the eligibility criteria herein for the excellent faculty members and the newly recruited exceptional and outstanding faculty members, these Rules shall be applied after approval is granted on a case-by-case basis.
12. Composition of the College's Merit Pay Review Committee

The dean is the ex-officio member and convenor, and shall invite three to five impartial persons with outstanding academic performance in the relevant fields from outside the University.

13. To recruit outstanding talents, the University renders necessary teaching, research and administrative support by referring to the following items:

- 1) Teaching resources: Allowing teachers to offer courses in a flexible manner and reducing teaching hours to lighten teachers' workload with the aid of teaching assistants.
- 2) Research equipment: Providing funding to support the experimental equipment required by full-time faculty members.
- 3) Administrative support: All departments/institutes in the College employ assistants to help faculty members and research fellows with their administrative duties.

Each College-level unit may give rent subsidies on a case-by-case basis, depending on the need to recruit new and exceptional international talent.

14. Faculty members of the College who have made special contributions to research, teaching or outstanding professional performance beyond the scope of performance set out in these Rules may be awarded additional incentives based on the nature or degree of excellence of such contributions. A set of incentive rules and review procedures shall be defined separately by the relevant unit.
15. Matters not provided for herein, or where the source of funding is otherwise provided for, shall be governed by the relevant regulations.
16. These Rules shall come into operation upon approval at a College affairs meeting, and the same applies to any subsequent amendments hereto.

Rules on the Review of Merit Pay and Incentives for Recruitment and Retention of Outstanding and Talented Faculty in the College of Management at National Yang Ming Chiao Tung University

Faculty Evaluation Schedule

Name: _____ Dept/Inst: _____ Job Title: _____

I: Teaching Score and Point Calculation Table

Item	Teaching Hours (A)	Average Teaching Evaluation Score	Teaching Evaluation Weighting (B)	Teaching Year Points (A)*(B)	Teaching Award Points	Guiding students to participate in competitions or exhibitions and receive awards
1 st year						
2 nd year						
3 rd year						
4 th year						
5 th year						
Total						

Note 1: The number of teaching hours—refers to the actual number of hours taught and weighted, excluding hours for student supervision and projects—shall be calculated in accordance with the relevant University regulations.

Note 2: Average Teaching Evaluation Score = ((Course 1 credits taught * Course 1 evaluation score) + (Course 2 credits taught * Course 2 evaluation score) + ... + (Course n credits taught * Course n evaluation score)) / Total number of credits in the evaluated courses.

Note 3: An average mark of 4.5 or above in the postgraduate teaching evaluation or 4.0 or above in the undergraduate teaching evaluation, with a weighting of 2.0 in the teaching evaluation;
 An average mark between 4.0 and 4.4 in the postgraduate teaching evaluation or between 3.5 and 3.9 in the undergraduate teaching evaluation, with a weighting of 1.5 in the teaching evaluation;
 An average mark between 3.5 and 3.9 in the postgraduate teaching evaluation or between 3.0 and 3.4 in the undergraduate teaching evaluation, with a weighting of 1.0 in the teaching evaluation;
 An average mark between 3.0 and 3.4 in the postgraduate teaching evaluation or between 2.5 and 2.9 in the undergraduate teaching evaluation, with a weighting of 0.9 in the teaching evaluation;
 An average mark between 2.5 and 2.9 in the postgraduate teaching evaluation or between 2.0 and 2.4 in the undergraduate teaching evaluation, with a weighting of 0.7 in the teaching evaluation;
 An average mark of below 2.5 in the postgraduate teaching evaluation or below 2.0 in the undergraduate teaching evaluation, with a weighting of 0.5 in the teaching evaluation;
 For courses without teaching evaluation (when the number of students is too small), the weighting of teaching evaluation is 1.0.

Note 4: Upon consent of the University to the reduction of the number of teaching hours required for teachers on an in-service education program, the number of points of the year may be scaled up in proportion to the number of hours reduced.

Note 5: Lecturer teaching hours are calculated based on actual teaching hours. Assistant Professor and Associate Professor teaching hours are calculated based on the actual number of teaching hours divided by 0.9. Professor teaching hours and those of New Assistant Professors who are entitled to a reduction in the number of teaching hours in accordance with the University's Guidelines for Newly Recruited Faculty are calculated based on the actual number of teaching hours divided by 0.8 (Teaching hours are scaled up based on 10 hours a week for lecturers).

Note 6: Thirty points for each of the University's outstanding teaching award and 10 points for each of the

University's excellent teaching award. Applicants are required to list these points on an item-by-item basis in Table 1 in the Annex.

Note 7: Fifty points for each National Excellent Teacher Award (or its equivalent) from the Ministry of Education or the Presidential Teaching Award. Applicants are required to list these points on an item-by-item basis in Table 2 in the Annex.

Note 8: Two points for each domestic award and 3 points for each foreign award when guiding students to participate in competitions or exhibitions, with the points divided by the number of advisors if there are more than one, subject to a maximum of 10 points per academic year. Applicants are required to list these points on an item-by-item basis in Table 3 in the Annex.

Note 9: Teacher's teaching score = (Total number of teaching points during the evaluation / Number of equivalent years during the evaluation) x 5

Schedule of Teaching Points

Semester	Course No.	Course Title	Class	Credit	Subtotal Number of Teaching Hours (Provided by the University's Curriculum Section)	Subtotal Number of Teaching Hours Weighted (A)	Average Teaching Response Points	Teaching Evaluation Weighting (B)	Teaching Year Points (A)*(B)
Subtotal in 2 nd semester 2015									
Subtotal in 2016									
Subtotal in 2017									
Subtotal in 2018									
Subtotal in 2019									
Subtotal in 1st semester 2020									
Total									

(If there is insufficient space in the table, please add it yourself)

II: Research Score and Point Calculation Table (please attach a list of publications)

Item	Number of MOST (NSC) Projects	Number of SCI/SSCI Papers		Number of TSSCI Papers	International Journal/ Monograph Papers	Other Chinese Language Journal Papers	Number of International Conference Papers	Number of Domestic Conference Papers	Non-MOST Projects	Patents Granted within 5 Years	Tech Transfer	Research Year Points
		1.0 or below	1.0 or above									
1 st year												
2 nd year												
3 rd year												
4 th year												
5 th year												
Total												

Note 1: Fifteen points for leading a MOST project at the University (the rate of points to be awarded is at the discretion of the investigator and co-investigator or sub-investigator).

Note 2: Thirty points for each SCI/SSCI paper with an impact factor of 1.0 or above, 20 points for each SCI/SSCI paper with an impact factor of less than 1.0. Whichever impact factor is the highest in five years will be used.

Note 3: Twenty points for each TSSCI paper.

Note 4: Ten points per paper from other international journals and monographs.

Note 5: Five points per paper from other Chinese-language journals.

Note 6: Five points per paper from international conferences.

Note 7: Two points per paper from domestic conferences.

Note 8: One point for every NT\$100,000 for non-MOST projects (with the University's project funding code) (the rate of points to be awarded is at the discretion of the investigator and co-investigator or sub-investigator), up to a maximum of 30 points per year. **No points will be counted for a single non-MOST project that does not reach NT\$100,000.**

Note 9: The criteria for counting points for works indicated from Notes 2 to 7 if not by a single author are as follows:

1. Student authors who publish with teachers applying for promotion are not included in the number of authors.
2. If there are N authors, the points scored by the Kth author account for $(N-K+1) / (1+2+3...+N)] * 100\%$ of the points scored for the paper.

Note 10: Two points for each new patent granted within five years, with points to be divided equally among multiple patent owners, subject to a maximum of 30 points per year.

Note 11: One point for every NT\$50,000 of the technology transfer contract amount, up to a maximum of 30 points per year (the year is based on the effective date of the contract). **Points are not counted for contracts of less than NT\$50,000 for a single piece of technology transfer.**

Note 12: Teacher's research score = (Total number of research points during the evaluation / Number of equivalent years during the evaluation) x 5

III: Service Score and Point Calculation Table (please provide the names of the committees you have participated in and the period)

Item	Tutor	Outstanding tutor	Dept/inst admin director	Deputy dean, Int affairs office director, special program section chief	AACSB-accredited executive	Comms at college or dept level	Univ -level comms	Coll compulsory common curr	Coll-level basic mgmt curr	Coll adm written review & oral exam	Univ ent exam mbrs	Stu club Instructor or faculty club head	Adm speech	Editor-in-chief	Int conf chair or prep mbr	AACSB aced appd by dept/inst faculty eval comms	Service Year Points
2 nd semester 2015																	
2016																	
2017																	
2018																	
2019																	
1 st semester 2020																	
Total																	

Note 1: Five points for the academic year as a tutor.

Note 2: An additional 20 points for the academic year for being named an outstanding tutor.

Note 3: Ten points for each academic year for being also the administrative director of a department/institute at the University (or a field convenor approved by a college-level faculty evaluation committee).

Note 4: Five points per academic year for being also Deputy Dean, Director of the Office of International and Cross-Strait Affairs, and section chief of the special program.

Note 5: Ten points per academic year for being also an AACSB-accredited executive.

Note 6: Five points per academic year for participating in each committee at college or departmental level, subject to a maximum of 10 points per academic year.

Note 7: Five points per member per academic year for participation in University-level committees.

Note 8: Ten points per course in compulsory common curriculum, subject to a maximum of 20 points per year.

Note 9: Ten points per course in College-level basic management curriculum, subject to a maximum of 20 points per year.

Note 10: One point for participating in each written review and oral exam for the College's undergraduate / master's / doctoral degree program and special program admissions, subject to a maximum of 5 points in total per academic year. Applicants are required to list these points on an item-by-item basis in Table 4 in the Annex.

Note 11: Two points for each subject's exam papers for serving as members of the University's

admissions committee for setting entrance exam questions and marking papers. If there are multiple members for setting entrance exam questions/marking papers in the same subject, the number of points scored in each subject is 2 divided by the number of the members (rounded off to two decimal places). Points can be added up if being members for setting entrance exam questions and marking papers at the same time, subject to a maximum of 2 points in total per academic year. Applicants are required to list these points on an item-by-item basis in Table 5 in the Annex.

Note 12: Two points per semester for acting as an instructor for the University's student club or as a head of a faculty club, subject to a maximum of 4 points in total per academic year. Applicants are required to list these points on an item-by-item basis in Table 6 in the Annex.

Note 13: One point per time for giving admissions speech in the University's undergraduate discipline cluster, subject to a maximum of 2 points in total per academic year. Applicants are required to list these points on an item-by-item basis in Table 7 in the Annex.

Note 14: Two points per academic year for acting as editor-in-chief of academic journals published by the College and its departments/institutes. Applicants are required to list these points on an item-by-item basis in Table 8 in the Annex.

Note 15: Five points per time for acting as chair of international conferences organized by the University or 2 points per time for being a member of the preparatory committee, subject to a maximum of 10 points per academic year. Applicants are required to list these points on an item-by-item basis in Table 9 in the Annex.

Note 16: A maximum of 10 points per year for the implementation of AACSB accreditation approved by the department/institute faculty evaluation committees.

Note 17: Teacher's service score = (Total number of service points during the evaluation / Number of equivalent years during the evaluation) x 5

Annex

Table 1: Recipient of the University's Outstanding Teaching Award or Excellent Teaching Award

Academic Year	Semester	Title of Teaching Awards	Points
Total:			_____points

(If there is insufficient space in the table, please add it yourself)

Table 2: Recipient of National Excellent Teacher Award (or its equivalent) from the Ministry of Education or the Presidential Teaching Award

Academic Year	Semester	Title of Teaching Awards	Points
Total:			_____points

(If there is insufficient space in the table, please add it yourself)

Table 3: Guiding students to participate in competitions or exhibitions and receive awards (A maximum of 10 points in total per academic year)

Academic Year	Semester	Name of Exhibitions and Competitions	Title of Awards	Number of Advisors	Points
Total:					_____points

(If there is insufficient space in the table, please add it yourself)

Table 4: Participating in written reviews and oral exams for the College's undergraduate / master's / doctoral degree program and special program admissions (A maximum of 5 points in total per academic year)

Academic Year	Semester	Dept/Inst	Written review and oral exam for undergraduate / master's / doctoral degree program admissions	Points

				Total: _____points

(If there is insufficient space in the table, please add it yourself)

Table 5: Serving as a member of the University’s admissions committee for setting entrance exam questions and marking papers (A maximum of 2 points in total per academic year)

Academic Year	Semester	Dept/Inst	Subject Title	Number of Members Setting Exam Questions	Points
					Total: _____points

(If there is insufficient space in the table, please add it yourself)

Table 6: Acting as an instructor for the University's student club or as a head of a faculty club (A maximum of 4 points in total per academic year)

Academic Year	Semester	Club Name	Points
			Total: _____points

(If there is insufficient space in the table, please add it yourself)

Table 7: Giving admissions speech in the University’s undergraduate discipline cluster (A maximum of 2 points in total per academic year)

Academic Year	Semester	Title of Admissions Speech	Points

			Total: _____points

(If there is insufficient space in the table, please add it yourself)

Table 8: Acting as editor-in-chief of academic journals published by the College and its departments/institutes

Academic Year	Semester	Title of Academic Journal for which You are Editor-in-chief	Points
			Total: _____points

(If there is insufficient space in the table, please add it yourself)

Table 9: Acting as chair of international conferences organized by the University or a member of the preparatory committee (A maximum of 10 points per academic year)

Academic Year	Semester	Title of International Conference	Duties	Points
				Total: _____points

(If there is insufficient space in the table, please add it yourself)

Dept/Inst:

Applicant: _____(signature)