

National Taipei University of Education



Teacher Services and Support Resources



Center for Teaching and Learning Development 2024.03



Teaching

● New Faculty

Executive unit: Office of Academic Affairs, Office of General Affairs, Personnel Office, Center for Teaching and Learning Development

New faculty members shall be provided with the following support systems: (1) arrangement of a research office; (2) purchase of one computer (desktop or laptop computer within the same budget is acceptable); (3) eligibility to apply for reduced teaching hours of up to two hours per semester in their first two years; (4) New Faculty Orientation; (5) eligibility to be subsidized up to NTS10,000 per year when purchasing teaching equipment or paying the fee for attending relevant teaching professional programs during their first two years; (6) prioritization in the provision of a teaching assistant during their first two years; (7) Teaching and Professional Mentor. Refer to “*Regulations of Service and Teaching Promotion of New Faculty*” and “*Teaching Hour Calculation Guidelines for Teachers*”.

● Mentor Consultation

Executive unit: Center for Teaching and Learning Development

Full-time faculty members may apply for mentor’s consulting service of teaching, doing research, student’s guidance and service, and other professional development on the following conditions: (1) they must be new faculty members; (2) their teaching must require improvement according to their questionnaire responses or they have failed the teaching evaluation. Refer to “*Directions for Implementing Mentorship*”.

● Teaching Observation and Feedback

Executive unit: Center for Teaching and Learning Development

Through the teaching observation and feedback of mentors or outstanding professors, the teaching quality and professional development of the following personnel shall be promoted: (1) new faculty members; (2) full-time faculty members who apply based on individual needs; (3) faculty members whose teaching quality requires improvement. Refer to “*Directions for Implementing Teaching Observation and Feedback*”.

● Teaching Assistants

Executive unit: Center for Teaching and Learning Development

To enhance the quality of teaching and promote students’ learning outcomes, we have increased the number of the courses, and each full-time faculty member can choose at least one semester per year to subsidize one teaching assistant. Refer to “*Directions for Implementing Course Assistance by Teaching Assistant*”.

● Teachers’ Professional Learning Community

Executive unit: Center for Teaching and Learning Development

Five or more full-time faculty members from the same or different departments or colleges may form a professional learning group to facilitate the growth of teacher’s professional competences. Each community must plan at least three events and is obligated to participate in seminars or presentations where experiences are shared publicly. Refer to “*Directions for Implementing Teacher’s Professional Learning Community*”.

● Mentor’s Co-Teaching

Executive unit: Office of Academic Affairs

Experts in various fields are invited to participate in teaching at NTUE to enrich subject content, implement curriculum tracking, and reinforce students’ practical knowledge, thereby increasing their employability. The term of appointment is based on the semester system, with one appointment per semester. Refer to “*Directions for Implementing Academia-industry Cooperative Teaching*”.

● Subsidy for Off-Campus Teacher Workshop and License

Executive unit: Center for Teaching and Learning Development

Full-time faculty members who wish to enhance their professional self-learning and improve their professional knowledge and capability are encouraged to apply for off-campus study or license subsidies. Each faculty member can be provided a subsidy up to NTS10,000 each year. Faculty members recommended by the school for business needs are not subject to this restriction. Refer to “*Directions for Implementing Teacher’s Study / Licenses outside the School*”.

● Open Course

Executive unit: Center for Teaching and Learning Development

Two to five faculty members per semester are invited to hold open lectures to share their innovative teaching. All faculty members can register to participate, with interactive discussions conducted in which they can share their teaching experiences. Refer to “*Directions for Implementing Open Course*”.

● Student Learning Outcome-Oriented Questionnaire

Executive unit: Center for Teaching and Learning Development

“Student Learning Outcome-Oriented Questionnaire” simultaneously estimates both the faculty’s teaching performance and students’ learning outcomes in a specific course. The questionnaire was revised to comprise the following five dimensions: student self-assessment, course fact questions (30%), learning outcome questions (70%), learning experience questions, and comprehensive opinions. The dimension on learning outcome questions consists of 28 multiple response items, six of which are related to professional competencies and 22 to soft power. Faculty members may select the appropriate items according to the aspects of their courses. (iNTUE : <https://nsa.ntue.edu.tw/>)

● Outstanding Teacher in Teaching

Executive unit: Office of Academic Affairs

Full-time faculty members (including contract professors) who have attentively taught for two full years, enthusiastically guided students in their studies, employed innovative and proficient teaching methods, achieved satisfactory teaching performance, and fulfilling relevant conditions may be selected as candidates for teaching excellence awards. Each faculty member who receives a teaching excellence award is awarded a certificate, NTS30,000, and a public commendation by the President. Refer to “*Teaching Excellence Award Implementation Guidelines*”.

● Teacher Awards in General Education

Executive unit: Center for General Education

Over the past three years, the satisfaction rates for general education teaching feedback surveys have consistently exceeded 4.0. According to the criteria outlined in the “MOE Directions Regarding the National Teacher Awards in General Education”, all have been selected for recognition. Teachers recognized for outstanding general education each receive a certificate and a prize of NTS30,000, and a public commendation by the President. Refer to “*Directions for Teacher Awards in General Education*”.

● Subsidy for Off-Campus Professional Internship Programs

Executive unit: Office of Research and Development

Teachers organizing off-campus professional internship programs (excluding teacher training internships) and arranging students for domestic internships may apply for financial subsidies. The maximum subsidy per semester is NTS80,000. Refer to “*Implementation Guidelines for Subsidies for Domestic Off-Campus Professional Internship Programs*”.

● Teaching Hours Reduction

Executive unit: Office of Academic Affairs

Teachers with the following duties may apply for reduction in their teaching hours: (1) act as the research project leader approved by the NSTC or MOE TPR; (2) act as the leader for project contracted by the government on behalf of NTUE. The implementation period of the project is one year and the annual administrative fee of the project is more than NT\$50,000; (3) act as the leader in the industrial-academic collaboration project of NTUE. The implementation period of the project is six months and the administrative fee of project in six months is more than NT\$50,000, or the implementation period of the project is one year and the annual administrative fee of project is more than NT\$100,000. The project has been approved by the Research and Development Office. Refer to “*Teaching Hour Calculation Guidelines for Teachers*”.

● Future Classroom

Executive unit: Center for Teaching and Learning Development

The Future Classroom, located in Room Y603 in Duxing Building, features a wireless environment with a 155-inch wall-mounted television, 86-inch touchscreen television, seven smaller screens for group use, tablet computers, automated tracking cameras, and grouping desks and chairs. This layout creates an interactive learning environment that promotes cooperative work and immediate feedback. Refer to “*Directions of Borrowing and Management of Future Classroom*”.



Evaluation for full time faculty

	Lecturers and assistant professors	Professors and associate professors
Regulations of Evaluation	<p>* Within the initial 3 years of employment in the school, the first evaluation shall be accomplished.</p> <p>* Those who passed the evaluation are evaluated by the colleges every three years.</p>	<p>* Within the initial 5 years of employment in the school, the first evaluation shall be accomplished.</p> <p>* Those who passed the evaluation are evaluated by the colleges every five years.</p>
	* The time limit for teachers serving concurrently as administrators of school affairs can be prolonged. It's based on the length of administration service and it can be prolonged at most three years.	
Evaluation items	* There are three main items including teaching, research, and counselling and services in teacher evaluation. The total score are 100. For each type of evaluation items and weighting ratio, refer to “ <i>Evaluation for Full-time Teacher Regulations of NTUE</i> ”.	
Evaluation result	<p>* There are three main grades including pass, subject to reevaluation and fail in teacher evaluation result.</p> <p>* The school teachers shall pass the evaluation to apply for faculty promotion.</p>	
Evaluation Exemption	* Refer to Article 5 & 6 of “ <i>Evaluation for Full-time Teacher Regulations of NTUE</i> ”.	
Prolonged Evaluation	* Refer to Article 7 of “ <i>Evaluation for Full-time Teacher Regulations of NTUE</i> ”.	

Executive unit: Office of Research and Development & Personnel Office



Promotion

The diverse promotion system of NTUE encompassed five primary means of faculty member professional development, namely promotion of academic research, promotion of literary and artistic creativity, promotion of athletic competition, promotion of teaching practice research and promotion of technical application.

Executive unit: Personnel Office



Service and Counseling

● Excellent Homeroom Teachers and Community Counselors

Executive unit: Office of Student Affairs

Awarded to full-time faculty members who have worked as homeroom teachers, counselors of graduate students' career community, and mentors at all levels for degree or education programs for a total of three years or more, attended NTUE mentor meetings at least three times for two consecutive academic years, attended two guidance skill workshops, uploaded class meeting and activity records two times per semester, and received interactive questionnaires submissions from students with a response rate of 50% or higher and average score of 90 or higher. Each eligible faculty member shall be awarded one certificate, NT\$30,000, and a public commendation by the President. Refer to “*Regulation of Reward for Excellent Homeroom Teachers and Community Counselors*”.

● Excellent Career Homeroom Teachers

Executive unit: Office of Student Affairs

Those who have served as career homeroom teachers for more than three years and fulfilled relevant conditions may be selected as candidates for excellent career homeroom teachers. Each eligible faculty member shall be awarded one certificate, NT\$30,000, and a public commendation by the President. Refer to “*Regulation of Reward for Excellent Career Homeroom Teachers*”.

● Subsidy for Organizing Company Visits and Career Counseling Seminars

Executive unit: Office of Research and Development

Subsidies are provided to departmental teachers for organizing corporate visits, internships, and career counseling seminars. The subsidy items include transportation expenses, insurance, and seminar honorariums. Refer to “*Guidelines for Subsidies for Company Visits and Career Counseling Seminars*”.

● Subsidy for organizing job fair events for recruiting companies

Executive unit: Office of Research and Development

Subsidies are provided to each college, department, or institute for organizing informational sessions with two or more companies, with a maximum subsidy limit of NT\$50,000 per event. Refer to “*Implementation Guidelines for Subsidies for Job Fair Events*”.



LOHAS Campus

● Free Service for Psychological Counselling

Executive unit: PsychHealth Center

Providing the professional and physical and mental health support, faculty members and staff shall be provided with the free service for psychological counselling three times a year.

● Free for Healthy and LOHAS Course

Executive unit: The Physical Education Office

Developing the regular exercise habits, faculty members and staff shall be provided with the following healthy and LOHAS courses for free: basic Tai Chi, thump boxing, tennis, table tennis, badminton, golf, etc.



Research

● Teacher Monographic Research Program Subsidy

Executive unit: Office of Research and Development

Teacher monographic research program subsidy consist of “General Research Program” and “Teaching Practice Research Program”. Each applicant is eligible to be granted for a grant for one program each year, and each program may be provided a subsidy of no more than NTS200,000. Furthermore, a “General Research Program” must be submitted to the National Science and Technology Council (NSTC) without having been approved within the same year. A “Teaching Practice Research Program” must be submitted for the Ministry of Education (MOE) Teaching Practice Research Program grant without having been approved within the same year. Refer to “Guidelines for Research Project Subsidization”.

● Academic Research Reward

Executive unit: Office of Research and Development

In June of each year, Reward-worthy projects developed by full-time faculty members in the name of NTUE in the preceding year included academic monographs or academic journal articles; special performances, creations, and inventions; and sports category. Each applicant may receive grants for a maximum of three projects per year. Papers published in SCIE、SSCI、A&HCI journals can receive up to 2 additional rewards. Refer to “Academic Research Reward Directions”.

● NSTC Research Award Application

Executive unit: Office of Research and Development

Applicants eligible for the grants are outstanding full-time teaching and research personnel and full-time teaching and research personnel within the relevant institution. The total number of applicants and amounts are subject to NSTC regulations each year.

● MOE Flexible Salary Award

Executive unit: Office of Research and Development

The incentive targets full-time teaching and research personnel who have demonstrated outstanding performance within five years and must meet at least one of the following criteria: academic research, artistic performance, or teaching practice research. The number of awardees and the incentive amount are determined by the Review Committee of our school based on the budget allocated by the Ministry of Education each year.

● MOE Teaching Practice Research Subsidies Program

Executive unit: Office of Research and Development

Teaching practice research program refers to the use of appropriate research methods and outcome evaluation tools to verify and improve through curriculum design, teaching methods, teaching tools, use of technological media, etc., in order to solve problems encountered in the teaching field and promote students' learning effectiveness. The application period for the program is from November to December each year. Please refer to the Ministry of Education's of ROC announcement for that year. Refer to “Ministry of Education Subsidizes the Teaching Practice of the Colleges and Universities”.

● NSTC Subsidy for Freshmen's Immediate Examination of Research Project Grant

Executive unit: Office of Research and Development

Newly recruited regular full-time faculty members and current research fellows who are eligible to but have never applied for NSTC research project grants are eligible to apply within five years following their date of appointment or receipt of their doctorate. Refer to “Directions of Subsidy for Research Projects” of National Science and Technology Council.

● Reward for Teachers' Writings about Teaching and Teaching Materials

Executive unit: Center for Teaching and Learning Development

The reward is for writings about teaching and teaching materials (published within 5 years). Every excellent work which is passed can be rewarded with 20 thousand dollars at most and a certificate of merit. Refer to “Directions of Reward for Teachers' Writings about Teaching and Teaching Materials”.

● Turnitin - Thesis Originality Detection System

Executive unit: Office of Research and Development

Our school offer thesis originality detection system which can be used unlimited times to teachers, staffs and students (excluding drop out) for improve academic quality. Thesis originality detection account application system : <https://papercheck.ntue.edu.tw/>.

● Subsidy for Foreign Language Thesis Proofreading

Executive unit: Office of Research and Development

This subsidy was set forth in order to assist the lecturers to publish their academic research and accomplishments on internationally renowned journals, thus improving the quality of the research of the University as well as increasing international exchange. Subsidies are limited to 2 theses per year per person. Refer to “Foreign Language Thesis Proofreading Subsidy Directive”.

● Subsidy for Teachers Attending International Conferences

Executive unit: Office of Research and Development

The applicant who attended an international conference in the name of NTUE in the year concurrent to the application, orally presented his or her paper is eligible. The grant amount may range from NTS20,000 to NTS50,000 depending on the regions. Refer to “Lecturer Overseas International Conference Attendance Subsidy Guideline”.

● Overseas Study Course

Executive unit: Office of Research and Development

The course or co-taught course within each Academic unit shall receive subsidy for 1 program maximum per year. The subsidy amount may range from NTS20,000 to NTS50,000 depending on the regions. Refer to “Implementation Guideline on the Subsidy for Overseas Studies”.

● NSTC Subsidy for Research Project Grant

Executive unit: Office of Research and Development

Research projects are divided into “General Research Project” and “Research Project for Newly-recruited Personnel”. The items eligible for funding are business expenses, research equipment, and overseas travel expenses. The period of application is from November to December each year. Refer to “Directions of Subsidy for Research Projects” of National Science and Technology Council.

● NSTC Grants for College Students' Research Projects

Executive unit: Office of Research and Development

Teacher guiding students from our school who receive grants for conducting research projects from NSTC are eligible for a reward of NTS6,000 as guidance fees per project. Refer to “Guidelines for Incentives for Teachers Guiding NSTC Grants for College Students' Research Projects”.

● Signing an Industry-Academia Collaboration Project

Executive unit: Office of Research and Development

Teachers engaging in industry-academia cooperation projects are required to adhere to relevant regulations, complete the signing procedures, and provide project information for review by relevant units. Administrative management fees are allocated at different rates depending on the amount of project funding. Refer to “National Taipei University of Education Industry-Academia Cooperation Implementation Guidelines”, “National Taipei University of Education Income and Expenditure Management for Industry-Academia Collaboration and Government Research Grants or Commissioned Projects Guidelines”, as well as the Ministry of Finance's “Income Received by Schools, Institutions, or Organizations for Research Projects Commissioned by Government Agencies is Exempt from Business Tax”.

● Sharing of Patent Application and Maintenance Costs

Executive unit: Office of Research and Development

Teachers' research and development achievements can apply for patents and maintenance. According to the review results of the “Patent and Technology Transfer Rights Committee” within the school, the school will subsidize the relevant expenses for patent application and maintenance in proportion. Refer to “Management Guideline for Research Development Results and Technology Transfer”.

● GOLF Resources

Executive unit: Office of Research and Development

Our school is a member of the GOLF (Gap of Learning & Field) Alliance, which provides online diverse learning resources and courses. (Platform URL : <https://www.golfedu.org/>)

● Teaching Practice Research Program Promotion School

Executive unit: Office of Research and Development

Our school is entrusted by the Ministry of Education to promote of teaching practice research program that we hold teacher growth activities, subsidize teacher community funds and provide one-on-one plan writing consulting services. Official website : <https://tpr.ntue.edu.tw/>.