

# National Kaohsiung University of Hospitality and Tourism

## Teaching Innovation Incentive Measures

Amended and motioned through on November 15, 2016 before the school year 2016 first semester university endowment management committee

### Article 1

To excel the university instructors' teaching quality, encourage the instructors to engage in putting forth efforts and contribution in improving the teaching methodology or teaching material content, the measures are expressly formulated in accordance with regulations set forth under the "National Universities School Administration Endowment Management and Supervision Measures".

### Article 2

All school fulltime instructors are all eligible to apply for the incentive per the measures.

### Article 3

The reward applications are held once every school year, and are accepted at the second semester's school commencement date, and applicants shall log in to **the academic affairs office** website to download and fill out the form, complete with attaching the below data, to present an application with whose unit supervisor prior to June 30 of each year, for forwarding to **the academic affairs office**.

- I. Individual resume data sheet. (in the personnel office format)
- II. Teaching innovation reward application (including the departmental, institute supervisor's recommendation).
- III. The teaching innovation content, result or works in text or graphic and other means to tangibly demonstrate the innovative results, and also primarily based on the previous school year's curriculums.
- IV. The teaching innovation folio's cover page, table of contents, contents, results or works are limited to up to 20 pages, with three sets of copies to be submitted, for review by off-campus review committee members.
- V. Awarded instructors in the past reapplying please also fill out the "table of comparison on variations in teaching innovation teaching material".

### Article 4      Review work

- I. School president is to designate three off-campus review committee members from relevant domain of academic groups, with the review to be conducted by means of written review.
- II. The off-campus review grading standards are divided into three items:
  - (I) Teaching concept and curriculum design: 40%.
  - (II) Levels of innovation in Teaching materials, teaching tools: 30%.
  - (III) Levels of innovation in teaching methodology: 30%.The above grading standing calls for calculating down to the second decimal point.
- III. The academic affairs office is to rank the outside review scores by average, and forward it before the academic affairs meeting, where it is considered passed when reviewed in favor by over one-half of the attending committee members.

Article 5 Incentive reward methods:

- I. Each school year, the incentive quota is limited to two persons. In the absence of adequate candidates, the quota may be forfeited.
- II. The rewarded instructors are not only openly commended, and are also bestowed with one commemorative plaque, one commemorative citation and a reward of thirty thousand New Taiwan dollars.
- III. Awarded instructors' various forms of data will be stored at the information library for other instructors to reference to and peruse with.

Article 6

The measures-required funding is to be dispensed under the project subsidy funding or the university endowment from **self-raised funding**, and is also subsidized within the accounting year budget's permissible cap.

Article 7

The teaching innovation award-winning instructors may share their teaching innovation reflection at school-hosted teaching professional growth activities, through which to assist excelling university instructors' teaching quality and performance.

Article 8

The measures are implemented upon surpassing the university endowment management council meeting's review, and declaring with the director for approval, and the same also applies to all subsequent amendments.