

[Item 2]

National Kaohsiung University of Science and Technology Faculty Promotion Application Form

*Applicable to promotion applications where the promotion is effective from February 1, 2025 onwards

Current affiliated unit		Name of the applicant		Rank applied for	<input type="checkbox"/> Professor <input type="checkbox"/> Associate professor <input type="checkbox"/> Assistant professor <input type="checkbox"/> Lecturer
Date of Birth	(YYYY/MM/DD)	National identification number		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Current rank	<input type="checkbox"/> Associate professor <input type="checkbox"/> Assistant professor <input type="checkbox"/> Lecturer <input type="checkbox"/> Teaching assistant	Start date of current rank	(YYYY/MM/DD)	Teacher's Certificate No.	<input type="checkbox"/> Associate professor <input type="checkbox"/> Assistant professor <input type="checkbox"/> Lecturer <input type="checkbox"/> Teaching assistant No. _____
Employment history (including current job)	Name of institution	Position	Full-time/part-time	Employment period	Total years of service
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	From (YYYY/MM) To (YYYY/MM)	___ years ___ months
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	From (YYYY/MM) To (YYYY/MM)	___ years ___ months
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	From (YYYY/MM) To (YYYY/MM)	___ years ___ months
Academic credentials from junior college and up	<input type="checkbox"/> Doctoral degree: (Country/region) (Name of university) (Institute/department) Graduation date: (YYYY/MM)				
	<input type="checkbox"/> Master's degree: (Country/region) (Name of university) (Institute/department) Graduation date: (YYYY/MM)				
	<input type="checkbox"/> Bachelor's degree: (Country/region) (Name of university) (Department) Graduation date: (YYYY/MM)				
Legal basis for promotion application	Legal basis for promotion application: Article __, Subparagraph __ of the Act Governing the Appointment of Educators. * Please complete in accordance with Articles 16–18 of the Act Governing the Appointment of Educators pertaining to faculty member appointment qualifications.				
Representative work used for this promotion application	Title of representative work (achievement):				
	Publishing house or name of journal			Journal volume and issue	

	Publication or acceptance date	<input type="checkbox"/> Published in (YYYY/MM) <input type="checkbox"/> Accepted in (YYYY/MM) <input type="checkbox"/> Expected date of publication: (YYYY/MM) (please write down the expected date of publication if you check mark "Accepted in (YYYY/MM)") * According to the Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education, specialized publications shall be published within one year from the dates that the journals issue their acceptance letters. Within two months of publication, the applicants shall submit the specialized publications to the University for checking and archiving. If the specialized publications are not published within one year due to circumstances not attributable to the applicants, the publications may be postponed to a maximum of three years from the dates that the journals issue the acceptance letters.			
	Applicant's academic expertise	* To assist in the selection of external reviewers, please provide a detailed description of the applicant's academic expertise. For publications covering multiple fields of expertise, the field of expertise covered in the representative work will be used to determine the reviewer selected.			
	Field of expertise covered in the representative work	* Is the publication interdisciplinary? <input type="checkbox"/> No (field of expertise is the same as above and no additional information is needed). <input type="checkbox"/> Yes (please specify):			
	Submission category	<input type="checkbox"/> Specialized publications in the academic field <input type="checkbox"/> Technical reports in the field of technology research and development <input type="checkbox"/> Teaching practice research field-related <input type="checkbox"/> specialized publications or <input type="checkbox"/> technical reports <input type="checkbox"/> Works and proof of achievements in the field of cultural and artistic creation exhibition (submit also creative work reports or performance reports) <input type="checkbox"/> Proof of achievements in the field of athletic competition (submit also competition-related reports) <input type="checkbox"/> Degree submission for review * According to the Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education, works, proof of achievements, or technical reports that have passed reviews shall be publicly published and distributed.	Language used	<input type="checkbox"/> Chinese <input type="checkbox"/> English <input type="checkbox"/> Other _____	
	Co-authorship	<input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, attach the co-author's certification)	Word count	Approximately _____ words	Review category
Previous submissions for review	Titles of the representative works submitted for review in previous applications for various ranks/promotion.		Review date	Rank for review	Passed?
			(YYYY/MM)		<input type="checkbox"/> Yes <input type="checkbox"/> No
			(YYYY/MM)		<input type="checkbox"/> Yes <input type="checkbox"/> No
Degree thesis/dissertation	Title of the thesis dissertation			Thesis/dissertation advisor	
	Doctoral degree:				

Master's degree:				
Reference works	Total works submitted: ____ (Up to 5 works, including representative and reference works)			
Previously approved representative works	Are the current representative works similar to previously approved works in titles or content? <input type="checkbox"/> No <input type="checkbox"/> Yes (please attach a comparison table showing the differences)			
Have you applied for a promotion during your current rank before?	<input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, complete the following) Is there at least one new or replaced work submitted for review this time? <input type="checkbox"/> No <input type="checkbox"/> Yes 1. _____ 2. _____			
Is the department-level promotion reviewer database divided into different categories?	<input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, specify the priority categories below) Priority categories: 1. _____ 2. _____ (Leave blank if there is none) 3. _____ (Leave blank if there is none) (This category information will be provided to the external reviewer recommendation team as a reference. If the team determines that there are no suitable candidates, it may select external reviewers from the National Science and Technology Council or the MOE Teaching Practice Research Program Diverse Promotion Review Talent Pool.)			
Provide the corresponding category names, academic discipline codes, or academic expertise found in the National Science and Technology Council Talent Database (at least 2–3 entries). * Please refer to the talent classification used on the National Science and Technology Council research talent database. * If the department/institute reviewer database is not fully established or if the external reviewer recommendation team determines that there are no suitable candidates, external reviewers may be selected from the National Science and Technology Council talent database.	Faculty members are asked to complete the following information based on their field of expertise as well as the field of expertise covered by their representative work submitted for review. For example: Academic discipline code → Engineering and applied sciences → Shipbuilding engineering → Hull Structure Academic expertise → Engineering technology → Polymers and fibers (1) Field code: _____ → _____ → _____ (2) Field code: _____ → _____ → _____ (3) Academic expertise: _____ → _____ → _____			
For applicants applying for a promotion in the field of teaching practice research, please provide the corresponding category found in the MOE Teaching Practice Research Program Diverse Promotion Review Talent Pool. * If the department/institute reviewer database is not fully established or if the external reviewer recommendation team determines that there are no suitable candidates, external reviewers may be selected from the MOE Teaching Practice Research Program Diverse Promotion Review Talent Pool.	(You may select multiple fields. You may skip this section if you are not applying for a promotion in the field of teaching practice research.) <input type="checkbox"/> 01 Education <input type="checkbox"/> 02 Arts and humanities <input type="checkbox"/> 03 Social science, journalism, and library information <input type="checkbox"/> 04 Commerce, management, and laws <input type="checkbox"/> 05 Natural science, science, and statistics <input type="checkbox"/> 06 Information and communication technology <input type="checkbox"/> 07 Engineering, manufacturing, and operations <input type="checkbox"/> 08 Agriculture, forestry, fishery, and veterinary medicine <input type="checkbox"/> 09 Medicine, health, and social welfare <input type="checkbox"/> 10 Services <input type="checkbox"/> 99 Other fields			
National Kaohsiung University of Science and Technology Faculty Promotion Verification Items				
Verification items	Sample answers	Applicant	Department Faculty Evaluation Committee	College Faculty Evaluation Committee

Basic information	Basic information has been filled out in the NKUST Faculty Promotion Application Form [Item 2] and Faculty Qualification Review Form [Item 5] and checked (e.g., basic information such as name, Teacher's Certificate No., date of birth, National Identification number, gender, start date of the current position and rank, academic and professional backgrounds, academic expertise, and subjects taught have been filled out).	V (Yes) X (No)			
	The applicant's academic credentials and years of service meet the Act Governing the Appointment of Educators as well as NKUST regulations.	V (Yes) X (No)			
	For the review type selected, the applicant has accurately checked marked the Faculty Promotion Document Checklist or Faculty Promotion Application Form [Item 7-1 or 7-2] and confirmed that there are no conditions disqualifying their submission.	V (Yes) X (No)			
Teaching, research, service & counseling performance scores	The applicant has accurately filled out the Teaching, Research, and Service & Counseling Evaluation Form [Item 3] and attached all necessary supporting evidence.	V (Yes) X (No)			
	The academic years counted towards teaching, research, and service & counseling performance comply with Article 5 of the National Kaohsiung University of Science and Technology Faculty Promotion Review Regulations.	V (Yes) X (No)			
	The applicant's teaching, research, and service & counseling performance has been reviewed and verified to meet the standards of Article 5 of the National Kaohsiung University of Science and Technology Faculty Promotion Review Regulations.	V (Yes) X (No)	(No need to fill out)		
Self-report	The applicant has completed the NKUST Self-report Summarizing the Applicant's Overall Performance During Their Current Rank [Item 4].	V (Yes) X (No)		Anonymous voting by the Department Faculty Evaluation Committee	Anonymous voting by the College Faculty Evaluation Committee
Other review items	The materials and paper impact factor review table submitted comply with the academic and experience qualifications for newly appointed faculty members of the rank applied for as stipulated in Article 5, Paragraph 7 of the National Kaohsiung University of Science and Technology Faculty Promotion Review Regulations.	Please write down the impact factor (unit: points) (not required if this is not the category submitted for review) If there are discrepancies between self-	Please write down the self-assessed points	Please write down the points given by the department	Please write down the points given by the college

		evaluation points and the points given by the Department or College Faculty Evaluation Committees, a detailed explanation of the differences shall be attached.			
	The list of personal professional or academic achievements (in any format) comprises only data obtained after acquiring the current rank.	V (Yes) X (No)			
	The applicant has fulfilled the faculty promotion preliminary review guidelines (including basic requirements) at the department level.	V (Yes) X (No)	Self-assessment		
	The applicant has fulfilled the faculty promotion secondary review guidelines (including basic requirements) at the college level.	V (Yes) X (No)	Self-assessment	(No need to fill out)	
Representative and reference works	All prior review submissions have been fully documented (applicable even if previous applications were rejected; not required for first submissions).	V (Yes) X (No)			
	Submitted works were published only after obtaining the qualifications for the previous rank (not required for theses/dissertations submitted for degrees).	V (Yes) X (No)			
	If an applicant's prior application for rank advancement was rejected, their new application must include at least one additional or replaced publication (not applicable for the first submission at the current rank).	V (Yes) X (No)			
	Submitted publications have been published in journals with a formal review process and public access (not applicable to applications where monographs are submitted).	V (Yes) X (No)			
	Representative works are related to the subjects the applicant taught and have been recognized by the University Faculty Evaluation Committee.	V (Yes) X (No)	(No need to fill out)		
	The submitted works are original works and not composed by merely compiling, editing, combining, or rearranging others' publications; or the submissions are research result-based.	V (Yes) X (No)			
	The representative works are not part of a degree thesis/dissertation.	V (Yes) X (No)			
	If the works are an extension of a degree thesis/dissertation, the applicant shall provide explanations (not required for non-academic works).	V (Yes, please explain) X (No)			

	If the submitted works are accepted but not yet published, the applicant shall attach an acceptance letter and indicate the acceptance date.	V (Yes, accepted by December 2023) X (No)			
	For co-authored representative works (achievements), the applicant shall provide the co-author's certification [Item 6], detailing individual contributions and showing all of the co-authors' signatures.	V (Yes) X (No); not co-authored works			
	If representative works are similar in titles or content to previously approved representative works, a comparison table showing the differences must be attached (format not specified, not required for first submission).	V (Yes, with the table attached) X (No)			
	For representative works (achievements) of a series (at least two works), the applicant shall provide explanations of their interrelatedness (in any format; not required for non-representative works of a series).	V (Yes, with the explanations provided) X (No)			
	If representative and reference works are written in foreign languages, a Chinese abstract shall be attached.	V (Yes) X (No)			
	A maximum of five items may be submitted, including representative works, reference works, and representative works of a series.	V (Yes, a total of ___ items) X (No)			
	The applicant acknowledges that the external review standards for publications or research results are based on the criteria and standards stipulated in Ministry of Education's Opinion Form for Teacher Qualification Reviews at Junior Colleges and Institutions of Higher Education, in alignment with the evaluation benchmarks for the proposed rank.	V (Yes) X (No)		(No need to fill out)	(No need to fill out)

For those submitting their works, proof of achievements, or technical reports for review, complete also the following additional items:

Verification items		Sample answers	Applicant	Department Faculty Evaluation Committee	College Faculty Evaluation Committee
Field of technology research and development	The items submitted do not violate intellectual property right regulations.	V (Yes) X (No)			
	The submissions include a written report, and the technical report content complies with the regulations (outlined in Appendix 1 of Article 15 of the Accreditation Regulations, which specifies the review scope and criteria).	V (Yes) X (No)			
Field of teaching practice research	The submissions include a written report, and the teaching practice research-related technical report content complies with the regulations (outlined in Appendix 2 of Article 16 of the Accreditation Regulations, which specifies the review scope and criteria).	V (Yes) X (No)			
Field of athletic competition	Proof of achievements in the field of athletic competition (such as evidence of guiding students in participating in major competitions or winning personal awards)	V (Yes) X (No)			
	The submissions include a competition-related report, and the report content complies with the regulations (outlined in Appendix 4 of Article 18 of the Accreditation Regulations, which specifies the review scope and criteria).	V (Yes) X (No)			
Works and proof of achievements in the field of cultural and artistic creation exhibition	Type (choose one to complete)	Music: creation, conducting, performance (by playing instruments or singing) and conducting, piano accompaniment, or others _____.	_____ type/session/times /group for _____ minutes		
		Traditional Chinese operas: scriptwriting, performance, string and percussion music performance, musical design, and directing (the duration of each complete performance shall comply with the promotion requirements detailed in Appendix 3 of Article 17 of the Accreditation Regulations, which specifies the review scope and criteria).	____ times for ____ minutes		
		Dramas: scriptwriting, directing, and performance.	____ times for ____ minutes		
		Theater arts: theater design and interdisciplinary productions.	____ times		
		Dance: creation and performance.	____ times for ____ minutes		

For those submitting their works, proof of achievements, or technical reports for review, complete also the following additional items:

Verification items		Sample answers	Applicant	Department Faculty Evaluation Committee	College Faculty Evaluation Committee
	Folk arts: creation, performance, and acrobatics.	___ times for ___ minutes			
	Audio-visual arts: films, short films, documentaries, animations, and digital games.	(Number of audio-visual arts) ___ for ___ minutes			
	Visual arts: 2D arts, 3D arts, mixed arts, and others (At least one solo exhibition shall be organized specifically for faculty qualification review purposes.)	(Number of solo exhibitions) ___; (number of visual arts) ___			
	New media arts: digital audios and videos, interactive and digital arts, virtual reality, multimedia arts, and others.	(Number of new media arts) ___			
	Design: environmental and spatial design, product design, visual communication design, experiential visual design, and fashion design.	(Number of designs) ___			
	The submissions include a creative work report or performance report, and the report content complies with the regulations (outlined in Appendix 3 of Article 17 of the Accreditation Regulations, which specifies the review scope and criteria).	V (Yes) X (No)			

Applicant's Declaration

I have thoroughly read the NKUST Faculty Promotion Review Regulations and truthfully completed the "[Item 7-1] NKUST Faculty Qualification Review Form for Specialized Publications, Technical Reports, Works, Proof of Achievements in the Field of Athletic Competition, and Teaching Practice Research." I confirm that the review materials and verification items provided are authentic and complete. I accept full responsibility for any discrepancies or falsehood identified upon verification. I hereby submit the relevant materials for review and request that the promotion review process be conducted according to the established procedures.

Applicant's signature: _____ **Application (submission) date:** _____

Approval seal from the department/institute

Our department has received the applicant's promotion application form (including verification items for promotion), submitted publications (achievements), and related documents. A review has been conducted in accordance with the items listed in the NKUST Faculty Promotion Submission Checklist.

Processing clerk: _____ Department-level unit head: _____
Date of receiving the application: _____

Data review approval seal from the Personnel Office

The Personnel Office has reviewed the basic information listed in the NKUST Faculty Promotion Submission Checklist and faculty promotion verification items.

Processing clerk: _____ Unit head: _____

Department Faculty Evaluation Committee (Promotion Review Panel) preliminary review results

1. Upon review, the applicant [meets does not meet] the regulations stipulated in the Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education, National Kaohsiung University of Science and Technology Faculty Promotion Review Regulations, and the Department's faculty promotion preliminary review guidelines. The NKUST faculty promotion verification items have been checkmarked based on the review results.
2. Based on the applicant's self-report (which details their overall performance at their current rank), we have decided to approve reject the application in accordance with the anonymous voting results (If the application is rejected, specific reasons on the form must be provided on the form.)

This application was reviewed and approved by the _____th Department Faculty Evaluation Committee (Promotion Review Panel) Meeting in the _____ semester of the _____ academic year on _____ (YYYY/MM/DD).

Item	Teaching performance	Research performance	Service & counseling performance	Total score
Score (% weight) Note 1*	Example: Academic field-related specialized publications 90 (20%)	95 (60%)	87 (20%)	92.4

Department Faculty Evaluation Committee (or promotion review panel) convenor's approval seal: _____

College Faculty Evaluation Committee Secondary Review Results

[College Faculty Evaluation Committee review]

1. Upon review, the applicant [meets does not meet] the regulations stipulated in the Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education, National Kaohsiung University of Science and Technology Faculty Promotion Review Regulations, and the Department's faculty promotion secondary review guidelines. The NKUST faculty promotion verification items have been checkmarked based on the review results.

2. Based on the applicant's self-report (which details their overall performance at their current rank), we have decided to approve reject the application in accordance with the anonymous voting results (If the application is rejected, specific reasons on the form must be provided on the form.)

This application was reviewed and approved by the _____th College Faculty Evaluation Committee Meeting in the _____ semester of the _____ academic year on _____ (YYYY/MM/DD).

Item	Teaching performance	Research performance	Service & counseling performance	Total score
Score (% weight) Note 1*	Example: Academic field-related specialized publications 90 (20%)	95 (60%)	87 (20%)	92.4

College Faculty Evaluation Committee convenor's approval seal:

Note 1: Explanation of teaching, research, and service & counseling performance-related weighted scoring

Promotion type/weight of each item as a % of the overall performance	Teaching performance	Research performance	Service & counseling performance
<u>Applying for a promotion by submitting academic field-related specialized publications</u>	20%	60%	20%
<u>Applying for a promotion by submitting teaching practice research field-related technical reports</u>	60%	20%	20%
<u>Applying for a promotion by submitting teaching practice research field-related specialized publications, technical reports in the field of technology research and development, works and proof of achievements in the field of cultural and artistic creation exhibition, and/or proof of achievements in the field of athletic competition</u>	The applicant to choose one category to account for 60% and the remaining two categories to each account for 20%.		

Note 2: This form is submitted by the applicant to their affiliated unit. After receiving the application and conducting a preliminary review, the affiliated unit forwards the application to the Personnel Office for a further review. Next, the application is submitted to the third-level faculty evaluation committee for a final review.