

Regulations for School Self-Evaluation of Yuan Ze University

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Article 1 To promote university development, establish self-evaluation mechanisms for various units, enhance overall educational quality, and improve operational performance, Yuan Ze University (hereinafter referred to as “the University”) has formulated the *Regulations for School Self-Evaluation of Yuan Ze University* (hereinafter referred to as “these Regulations”).

Article 2 Evaluation Objects and Schedule

These Regulations apply to the academic and administrative units established under the University's organizational regulations. The evaluation schedule follows a six-year cycle. Units evaluated by domestic or international professional evaluation agencies entrusted by the University may be exempt from evaluation within their valid certification period.

1. The school evaluation is conducted according to the *Institutional Accreditation Plan* by the Higher Education Evaluation & Accreditation Council of Taiwan.
2. The evaluation of academic units is conducted according to the *Regulations for Academic Unit Self-Evaluation Operation of Yuan Ze University*.

The evaluation of research centers is conducted according to the *Regulations for Research Center Setup and Management*.

The evaluation of administrative units is conducted according to the *Regulations of Self-evaluation by Administrative Affairs*.

Article 3 Evaluation Organization

The Self-Evaluation Steering Committee guides self-evaluation matters, reviews results, and develops improvement strategies. Various levels of self-evaluation execution committees are also formed to plan, supervise, promote, and track evaluation matters. The committee members serve a term of two years and may be reappointed after the term expires.

1. The Self-Evaluation Steering Committee comprises the President, senior scholars with outstanding academic performance from inside and outside the University, and

representatives from industry and government, totaling 7-13 members. The President is the convener, with external members making up more than three-fifths of the committee. Internal and external members are recommended by the Executive Vice President and appointed by the President.

2. The University-level Self-Evaluation Execution Committee consists of the Executive Vice President, Deans of Academic Affairs, Student Affairs, General Affairs, Research and Development, Information Technology, Global Affairs, Secretary General, Directors of the Personnel Office, Accounting Office, Environmental Protection and Occupational Safety and Health Center, College of General Studies, and College Deans. The President appoints the convener.
3. The College-level Self-Evaluation Execution Committee comprises 5-9 internal members and supervisors within the College. The supervisor serves as the convener, and internal members are recommended by the supervisor and appointed by the President.
4. The Unit-level Self-Evaluation Execution Committee comprises 3-9 internal members and supervisors within the unit. The supervisor serves as the convener, and internal members are recommended by the supervisor and appointed by the President.
5. Units may form working groups as needed to handle evaluation-related tasks. University personnel involved in the evaluation must attend at least one evaluation-related training course organized by the University or external bodies during the evaluation period unless otherwise specified by professional evaluation agencies entrusted by the University.

Article 4 Appointment of Evaluation Committee Members

1. **Internal Evaluation Committee Members:** Units recommend 3-7 internal and external members, whom the President appoints after approval. The convener is elected among the committee members. The official term is from the appointment date until the end of the on-site evaluation stage and may be renewed.
2. **External Evaluation Committee Members:**
 - **Academic Unit Evaluation:** External committee members with higher education teaching experience or industry representatives in relevant fields are recommended by the evaluated unit, affiliated college, Dean of Academic Affairs, or Executive Vice President, approved by the University-level Self-Evaluation Execution Committee and the Self-Evaluation Steering Committee, and then appointed by the President. The convener is elected among the committee members.
 - **University Evaluation:** External committee members are selected according to the regulations of professional evaluation agencies entrusted by the Ministry of Education.
 - All external committee members must be external to the University and follow conflict of interest principles. The official term is from the appointment date until the end of the on-site evaluation stage and may be renewed.

Article 5 Conflict of Interest Principles for External Evaluation Committee Members

External committee members must recuse themselves if:

1. They have held a full-time or part-time position at the University for three years.

2. They have applied for a full-time position at the University in the past three years.
 3. They are graduates of the University.
 4. They have received an honorary degree from the University.
 5. Their spouse or immediate family members are current staff or students at the University.
 6. They have held any paid or unpaid position at the University in the past three years and have a conflict of interest.
 7. They have had no commercial dealings with the University in the past two years.
- All committee members must keep all evaluation-related information confidential.

Article 6 Evaluation Items

1. College Evaluation: Covers overall development, teaching, and curriculum design, student learning resources and outcomes, academic research and professional performance, internationalization, and self-improvement mechanisms, with evaluation indicators set according to the evaluation regulations of the period.
2. Department Evaluation: Covers educational goals, curriculum, teaching, faculty, learning resources, learning outcomes, graduate career tracking, and self-improvement mechanisms. Units may set evaluation indicators according to university development and departmental characteristics and the evaluation regulations of the period.

Article 7 Evaluation Procedures

Units conduct self-evaluation in two stages: internal and external evaluations. The procedure includes unit presentations, document reviews, site and equipment inspections, and interviews with relevant personnel. If there are specific regulations from professional evaluation agencies entrusted by the University, those regulations prevail.

Article 8 Evaluation Results

1. Evaluation results are processed according to the recognition mechanisms of the evaluation agencies and categorized into “Passed (with a validity period)”, “Conditionally Passed”, and “Failed (re-evaluation required)”. Results are reviewed and approved by the University-level Self-Evaluation Execution Committee and the Self-Evaluation Steering Committee and then announced on the University's website.
2. Evaluation results serve as a basis for improvement for the evaluated units and as a reference for resource allocation adjustments, revision of mid- to long-term plans, and university development planning. If there are specific regulations from professional evaluation agencies entrusted by the University, those regulations prevail.

Article 9 Follow-up on Evaluation Results

1. Units with a “Passed” evaluation result must submit a self-improvement plan within three months of the evaluation and complete the improvements within one year.
2. Units with a “Conditionally Passed” evaluation result must submit a self-improvement plan within three months of the evaluation, complete the improvements within one year, and undergo a follow-up evaluation before the conditional pass period ends.

3. Units with a “Failed (re-evaluation required)” result must restart the evaluation process, re-examine the evaluation items, reorganize the data within one year, and re-evaluate after completing the improvements.
4. Improvement plans and implementation outcomes submitted by evaluated units are continuously tracked by various levels of self-evaluation execution committees and included in the following evaluation cycle.

Article 10 These Regulations are implemented after approval by the University Affairs Meeting, and the same applies to amendments.

In case of any discrepancy between the Chinese and English versions, the Chinese version shall prevail.