

CYCU Regulations Governing “Bi-Wing Plan” (Mentor Program on Junior Faculty)

Amended at 6nd Meeting of Academic Affairs for 1st semester of the school year of 2020 on September 22, 2020

Amended at 15th Meeting of Academic Affairs for 1st semester of the school year of 2023 on January 4, 2023

Amended at 1st Meeting of Academic Affairs for 1st semester of the school year of 2023 on August 9, 2023

I. Purpose

According to CYCU's “Regulations Governing Mentor Profession Growth” the requirements referred to in the subparagraph 1 of Article 3 herein shall apply. Considering that “teachers” refer to the key to success of education reform, it is necessary to promote the mentor profession growth as the first priority, in order to innovate teaching and upgrade teaching performance. The “Mentor Program on Junior Faculty” applies the concept and strategy about apprenticeship, and urges both parties to change naturally and permanently by mean of the interactive learning under the apprenticeship to inspire the motive for “self-directed learning” and to achieve some kind of profession growth. We hope to facilitate the joint growth of both teachers and students by promoting the Program, and to construct the professional knowledge and self-value through both parties’ interaction and sharing of experience to enable teachers to continue growing and developing in teaching profession and practices.

II. Subject

To encourage the interactive learning among teachers, and expand the substantial performance of mentor profession growth by sharing of experience.

III. Method and Object and

- (I) For the junior faculty who have never held the position as teachers or have served in another school for no more than five (5) years, the Program shall be implemented for two (2) school years (four semesters).
- (II) Chair professors and senior teachers will not be compulsorily required to implement the Program.
- (III) The Office of Academic Affairs shall compile the mentor candidates identified by various departments at the beginning of each semester, and the department chair shall match the mentor and junior faculty.
- (IV) The mentor shall help the junior faculty get familiar with CYCU’s regulations and procedures about teaching and administration by individual gathering, in order to establish the mentor system under which the senior excellent faculty shall lead the junior faculty.

IV. Subsidy policy

- (I) The meal expenses for the junior faculty and their mentor teachers are capped at NT\$350 per person per meal, with a maximum of NT\$1,000 per group per semester (actual expenses). When applying for reimbursement, please provide receipts, “Junior Faculty’s Feedback Form”, and photos from the gatherings.
- (II) The verification process must be completed at the end of each semester (by November 30th for the first semester and July 10th for the second semester). Past the application deadline will not be processed.

V. Faculty’s feedback

- (I) Mentor Program on Junior Faculty: The junior faculty shall complete the “Junior Faculty’s

Feedback Form” at least twice each semester. The Form shall be returned to the Center for Teaching Excellence for compilation at the end of each semester, to help promote the Mentor Program.

- (II) Teaching consultation: The junior faculty shall consult and exchange with the senior teacher or outstanding teacher At least 2 times per semester in the first year; at least 1 time per semester in the second year.

VI. The Directions are passed by the Meeting of Academic Affairs and shall be promulgated. The same shall apply where the Directions are amended.

School Year of ○○○○ “Bi-Wing Plan”

(Mentor Program on Junior Faculty)

Junior Faculty’s Feedback Form

YY/MM/DD

Teacher’s Name		Personnel ID	
Department/Institute		Mentor	

*Please complete the following per the problems discussed by you:

1. The discussion directions are: (multiple options allowed)

<input type="checkbox"/> Course design	<input type="checkbox"/> Teaching assessment	<input type="checkbox"/> Teaching technology and resource
<input type="checkbox"/> Teaching method and skill	<input type="checkbox"/> Presentation of research result	<input type="checkbox"/> Interaction between teachers and students
<input type="checkbox"/> Teachers’ EQ management	<input type="checkbox"/> Teachers’ career planning	
<input type="checkbox"/> Others _____		

2. How to solve said problems: (multiple options allowed)

Interview Teaching demonstration Provision of information Others _____

3. Do you think that your problems are really solved in said manner? Please specify the reason

Yes No Not sure

4. Any additional services you desire from the “Center for Teaching Excellence” with respect to said problems: (multiple options allowed)

<input type="checkbox"/> Organization of keynote speech (conference)	<input type="checkbox"/> Individual teaching consultation
<input type="checkbox"/> Teaching demonstration	<input type="checkbox"/> Provision of information
<input type="checkbox"/> Others and the contents desired by you: _____	

5. The most impressive experience you received from the discussion (To be in about 100 words...)

*The junior faculty shall complete the form at least twice each semester.

*The relevant receipt, as well as the feedback form and gathering photo, must be returned to the Center for Teaching Excellence (Dickson Lee Hall 405), Extension number: 2097. Thank you!