

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

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 subsidy, NT\$1,000, will be granted to each group per semester, which should be accountable at the end of each semester (by December 10 in the case of 1st semester and by July 10 in the case of 2nd semester).
- (II) The accountable subsidy shall be no more than NT\$350 per person, and may be granted to no more than two persons at the same time.

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 in the first and second years. If the subsidy funds are reported in the current month, please attach the gathering photo which must show the junior faculty and mentor, and write down the most impressive experience upon the

discussion. The Form shall be returned to the Teaching Center for Professional Ethics 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)

<input type="checkbox"/> Interview	<input type="checkbox"/> Teaching demonstration	<input type="checkbox"/> Provision of information	<input type="checkbox"/> Others _____
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3. Do you think that your problems are really solved in said manner? Please specify the reason

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not sure
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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 for once or twice per month for reference.

*The relevant receipt, as well as the feedback form and gathering photo, must be returned to the Teaching Center for Professional Ethics of Office of Academic Affairs (Dickson Lee Hall 405), Ext. No.: 2097. Thank you!