

# National Taiwan Normal University

## 傑出教學助理獎勵要點

### Outstanding Teaching Assistant Award Directives

Last Amended on October 7, 2020

#### Article 1 Purpose

To reward teaching assistants for their outstanding performance, National Taiwan Normal University (hereinafter referred to as “NTNU”) has formulated the NTNU Outstanding Teaching Assistant Award Directives (hereinafter referred to as “the Directives”), to effectively enhance the service quality of teaching assistants.

#### Article 2 Eligibility

All current NTNU students who were employed as employment-based teaching assistants in the previous academic year are eligible.

#### Article 3 Selection Process

The Center for Teaching and Learning Development of the Office of Academic Affairs (hereinafter referred to as “CTLTD”) shall form a Selection Committee. The Committee shall review the candidates for the Outstanding Teaching Assistant Award (hereinafter referred to as “the OTA Award”) based on the student course evaluation survey and the information submitted by the candidates. The number of award recipients shall be determined based on the budget available for the academic year. Recipients of the OTA Award shall not be eligible for the selection of the same award in the following semester.

#### Article 4 Selection Mechanism

The Selection Committee shall consist of 7 to 9 members, including the Director of CTLTD, the Director of the Center for General Education, 4 NTNU or external faculty representatives, and 3 experienced and exceptional teaching assistants. The Director of CTLTD shall serve as the Committee Convener. Faculty representatives shall be selected by the Director of CTLTD from the recipients of the NTNU “Outstanding Teaching Award” and “Excellence in Teaching Award”. The three experienced and exceptional teaching assistants shall be selected by the Director of CTLTD from past teaching assistants who excelled in their performance. Faculty representatives whose teaching assistants or the teaching assistants themselves who have passed the preliminary qualification screening and are standing as candidates for the OTA Award, shall refrain from being appointed to the Selection Committee. The Director of CTLTD shall be responsible for finding replacements for the Selection Committee.

Article 5 Selection Schedule

The OTA Award will be open for candidacy recommendation or application once every semester. Selection-related information will be published in the following semester.

Article 6 The OTA Award

Recipients of the OTA Award shall be announced by CTLD on a chosen date.

1. Recipients of the OTA Award shall receive an award certificate and a prize of NT\$8,000.
2. Recipients who have left NTNU due to graduation at the time of the announcement of the award shall still be eligible to receive their prize.
3. Recipients are required to share their reflections and lead activities. Relevant details shall be determined by CTLD.

Article 7 Source of Funds

The funding needed as prescribed by the Directives shall be drawn from NTNU's funding item for teaching assistants.

Article 8 All other relevant forms, documents, and details shall be determined by CTLD.

Article 9 The Directives and any amendment thereto shall be implemented upon passage by the Administrative Council.

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This English translation is provided for reference only. The Chinese version shall prevail in case of any discrepancies between the English and Chinese versions.