

National Taiwan Normal University
Graduate Institute of European Cultures and Tourism

自我評鑑作業要點
Self-Evaluation Directives

Passed at the 1st Institute Affairs Meeting of Academic Year 2012–13 on December 4, 2012
Promulgated for implementation via NTNU official letter Qiao-Yuan-Zi No. 1010027572 on December 27, 2012
Amended and passed at the 3rd Institute Affairs Meeting of Academic Year 2014–15 on January 16, 2015
Amended and passed at the 4th College Affairs Meeting of Academic Year 2014–15 on March 20, 2015

- Article 1 The National Taiwan Normal University (“the University”) College of International Studies and Social Sciences (“the College”) Graduate Institute of European Cultures and Tourism (“the Institute”) has formulated the following *Self-Evaluation Directives* (“the Directives”) in accordance with the University’s *Self-Evaluation Regulations* and the College’s *Self-Evaluation Directives* to establish a system for continuous improvement for overall better teaching quality.
- Article 2 The Institute hereby establishes the Institute Evaluation Committee (“the Committee”) to handle self-evaluation tasks. The duties of the Committee shall be as follows:
1. Execution of the Institute’s internal and external self-evaluation
 2. Preparation of the Institute’s self-evaluation reports based on the appropriate self-evaluation items and contents
 3. Formulation of a list of five to eight internal evaluation task force members (who shall be internal/external experts or scholars familiar with the Institute) to be submitted for deliberation by the College Evaluation Committee
 4. Handling of appeals related to the Institute’s external evaluation results
 5. Implementation of improvement measures based on the results of the internal self-evaluation
 6. Implementation of improvement measures based on the results of the external evaluation; proposal of an improvement plan and results report by the University-specified deadline
- Article 3 The Committee’s composition and member selection method shall be as follows:
1. The Institute Director shall serve as convenor.
 2. Other seats on the Committee shall be composed of the Institute’s full-time faculty members upon approval of the College dean.
- Article 4 Matters unaddressed herein shall be subject to the University’s *Self-Evaluation Regulations* and other applicable regulations.
- Article 5 These Directives and any amendments made hereto shall be implemented upon passage by the Institute Affairs Meeting and promulgation by the College Affairs Meeting.