**Guidelines on the Nomination for Distinguished Teaching Awards by Department of Healthcare Administration at I-Shou University**

Amendments adopted on November 1, 2007 at the fifth meeting of the Departmental Affairs Council in the academic year 2007

Amendments adopted on March 4, 2009 at the eighth meeting of the Departmental Affairs Council in the academic year 2008

1. To improve the teaching quality and teaching efficiency and to encourage faculty members with remarkable teaching performance, the Guidelines on the Nomination for Distinguished Teaching Awards by Department of Healthcare Administration at I-Shou University (hereinafter referred to as “the Guidelines”) are made by the Department of Healthcare Administration (hereinafter referred to as “the Department”) pursuant to the Regulations for Encouraging Distinguished Teaching at I-Shou University and the Guidelines on the Nomination for Distinguished Teaching Awards by College of Medicine at I-Shou University.
2. To be a qualified candidate, a faculty member shall meet the criteria stated in Article 2 of the Regulations for Encouraging Distinguished Teaching at I-Shou University.
3. When there are two or more qualified candidates, a secret ballot shall be conducted by all undergraduate senior students of the Department to put up the final candidate, and the candidate with the most votes will be formally nominated by the Department for the Distinguished Teaching Awards. A secret ballot will be conducted by all full-time faculty members of the Department to put up the final candidate when several candidates receive the same highest number of votes.
4. Any matter not mentioned herein shall be subjected to the Regulations for Encouraging Distinguished Teaching at I-Shou University and the Guidelines on the Nomination for Distinguished Teaching Awards by College of Medicine at I-Shou University.

*Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of the Guidelines, the Chinese language version shall prevail.*