

42.Bylaws on the Faculty Evaluation for Full-Time Faculty Members Receiving Monthly Fixed Remuneration and Appointment of Faculty Members

Department in charge: Academic Affairs Team 1072-1073

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Amended on Jul. 10, 2012 Regulation No.163

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Chapter 1 General Provisions

Article 1 (Purpose)

1. These bylaws seek to come up with fair and reasonable criteria for evaluating the achievements of full-time faculty members of Handong Global University (hereinafter referred to as "University") pursuant to Article 6 (Evaluation Criteria) of the Faculty Evaluation Regulation.
2. These bylaws also aim at establishing the criteria to be applied to full-time faculty members receiving monthly fixed remuneration and to whom the criteria under the 「Bylaws on Faculty Evaluation and Appointment of Faculty Members of the International Law School」, 「Faculty Evaluation Bylaws」, Bylaws on the Appointment of Faculty Members, and 「Personnel Management Bylaws for Industry-Academic Faculty Members」 are deemed inapplicable. (amended on Jun. 4, 2019)

Article 2 (Basic Principle)

As the basic principle of faculty evaluation, faculty members shall be encouraged to accomplish their mission as members of the Handong community through continued self-development in the course of providing education for the whole person to students in conformity to the objectives of education of the university, i.e., education designed to foster intellect, humanity, and spirituality.

Article 3 (Application Scope)

In principle, these bylaws shall apply to the following full-time faculty members who receive monthly fixed remuneration:

1. Faculty members who are in charge of major specialization courses and liberal arts. (Amended on Feb. 28, 2014)
2. Faculty members who are mainly in charge of chaplain services

Chapter 2 Faculty Evaluation

Article 4 (Composition of Evaluation)

For those who are mainly in charge of Chaplain's services, evaluations shall consist of research area, education area, chaplain service area, service area and student humanity education-spirituality education and professors' community activities. Other faculty evaluations shall consist of the following areas: education, research, service, and student humanity education, spirituality education, and professors' community activities. (Amended on Feb. 28, 2014)

Article 5 (Evaluation Procedure)

The evaluation procedure shall be established pursuant to Article 9 of the Faculty Evaluation Regulation; professors' self-evaluation reports shall be prepared using Attached Form Nos. 1 or 2.

Article 6 (Method of Evaluation)

1. The research, education, and service areas shall be evaluated by the Faculty Evaluation Committee (hereinafter referred to as "Committee") based on **【Attached Table 1】** ; faculty members who are mainly in charge of chaplain services shall be evaluated by the Faculty Evaluation Committee based on **【Attached Table 2】** .
2. Other items in the education area, all evaluation items in the research area, out-of-school service in the service area, and other items shall be evaluated by the chairmen of undergraduate schools and deans of graduate schools based on Attached Table 1; the final scores shall then be determined by the committee. On the other hand, chaplain service area and other items in the education area, all evaluation items in the research area, and all evaluation items in the area of research of faculty members who are mainly in charge of chaplain services shall be evaluated by the university chaplain based on Attached Table 2. The final scores shall be determined by the committee. (Amended on Feb. 28, 2014)
3. If the criteria for judgment in evaluation are obscure, the decision shall rest with the committee.
4. In principle, chapel and community leadership in the education area and student training and group guidance in the service area shall be evaluated based on faculty members' self-statements.
5. The area of student humanity education, spirituality education, and professors' community activities shall be first evaluated by chairmen of undergraduate schools or deans of graduate schools; the

final scores shall then be determined by the committee and the president. Faculty members who are mainly in charge of chaplain services shall be evaluated by the university chaplain, with the final score determined by the committee and the president. (Amended on Feb. 28, 2014)

6. In the cases set forth under Clauses 2 and 5, if the subject of evaluation is the chairman of undergraduate school, the dean of graduate school, or university chaplain, then the faculty member concerned shall not serve as one of the evaluators.
7. If a faculty member has multiple achievements for items of each area (Research · Education·Service) that can be substituted with Thesis A, the maximum substitution rate for Thesis A shall be within 70% of the minimum required scores for appointment. (Newly established on Jan. 14, 2016)

Article 7 (Period of Being in Office for Appointments and Committees)

Being appointed in office or being a member of a committee shall be recognized for purposes of scores when calculating scores for the item of contracted (compulsory) number of lecture hours or calculating scores for the item of committees only when the period is 3 months or longer per semester; if the period becomes 3 months for over 2 semesters, however, the score shall be recognized in the next semester.

Article 8 (Subjects of Evaluation in the Research Area)

1. Major areas
2. Areas considered to conform to the educational objectives of the university or have scientific value

Article 9 (Evaluation Ratio)

The following are the evaluation ratios for the number of authors of theses, books, proceedings, patents, and research reports:

1. In case of 1 person: 100%
2. In case of 2 persons: 70%
3. In case of 3 persons: 50%
4. In case of 4 or more persons: 30%

Article 10 (Overlapped Research Records)

In case the same research record applies to two or more items, only the one with the highest score shall be recognized.

Article 11 (Formal Objection)

Formal objections shall be filed pursuant to Article 10 of the Faculty Evaluation Regulation using

Chapter 3 Appointment

Article 12 (Evaluation Period for Reappointment)

1. The contract period of each faculty member shall be evaluated excluding 6 months immediately before the expected date of reappointment.
2. In calculating the period back under Clause 1, the period excluded in the period of appointment pursuant to Clause 5, Article 13 of the Regulation on Personnel Management for Faculty Members shall not be included in the period of evaluation for reappointment.

Article 13 (Minimum Requirement for Reappointment)

1. During the evaluation period, each faculty member shall earn an average of 185 per semester in total score and, among them, an average of 150 points per semester shall be earned from the basic items in education area. (Amended on Feb. 28, 2014)
2. Faculty members belonging to the Chaplain's Office shall earn an average of 185 per semester in total score and, among them, the sum of scores earned from chaplain service area and education area shall be an average of 150 points per semester. (Newly established on Feb. 28, 2014)
3. For faculty members who did not satisfy minimum requirements specified under Clause 1 and 2, Article 13, the appointing officer shall notify the member concerned 2 month prior to the expiration of the appointment period according to reappointment procedure specified in Article 14-2 of Regulation on Personnel Management for Faculty Members. (Newly established on Feb. 28, 2014)

Article 14 (Suspension of Dismissal of Faculty Members Who Did not Satisfy the Minimum Requirements for Reappointment)

1. For faculty members who did not satisfy the minimum requirements specified under Article 13, although they shall be dismissed, dismissal shall be suspended for 2 years upon the request of dismissal suspension from the member concerned. The minimum requirement for reappointment for those who are dismissed is the sum of scores in areas where they did not satisfy during the previous reappointment period and the scores in areas under Article 13 during the period of suspension of dismissal. (Amended on Feb. 28, 2014)
2. Faculty members whose dismissal has been suspended but failing to obtain the scores under Clause 1 shall be dismissed.
3. For the faculty members whose dismissal has been suspended pursuant to Clause 1, their remuneration shall not be increased during the relevant period as a rule.
4. Dismissal suspension shall be recognized only once during the period of being in office. (Amended on Feb. 28, 2014)

Article 15 (Period of Evaluation for Promotion)

The minimum number of years of continuous service specified under Clause 1, Article 19 of the Regulation on Personnel Management for Faculty Members as calculated back from the expected date of promotion shall be evaluated.

Article 16 (Minimum Requirements for Promotion of Faculty Members on Tenure Track)(Amended on Dec. 22, 2015)

1. The following are the minimum scores by faculty evaluation area and the minimum total score required for promotion:

(1) Minimum requirements for promotion(Amended on Dec. 22, 2015)

Division	Education Area	Research Area		Service Area	Total Score in Evaluation	Remarks (Evaluation Period)
	Basic item	Thesis A				
		From 2014 school year to 2017 school year	After 2018 school year			
Assistant professor → Associate professor (6 years)	1,800	450	600	60	3,060	6 years
Associate professor → Professor (5 years)	1,500	400	500	50	2,550	5 years

A. If an evaluation period is different according to the working period, the minimum requirement for promotion of a relevant full-time faculty member shall be calculated by getting the scores during the semester concerned in evaluation period and the result shall be calculated to two decimal places.

B. The minimum requirement for promotion for Theses A under Research Area can be substituted 100% by the score for Technology Transfer under Research Area, and up to 70% by the score for Patent, Receiving Project orders, New technology and New product. (Amended on Dec 30, 2016)

C. Among substitutable evaluation items for Industry-Academic cooperation service, the ratio that a single Industry-Academic Cooperation evaluation item can be substituted for Theses A shall be up to 20%.

(2) <deleted on Feb. 28, 2014>

(3) (Deleted on Jul. 10, 2012)

2. Notwithstanding the provisions under Item (1), Clause 1, if the faculty member concerned earned points for theses in excess of the minimum points for theses, the excess points may be added to the points for books/proceedings/ patents.

Article 17 (Application)

Matters other than those stipulated in these bylaws shall be governed by related regulations such as Regulation on Personal Management for Faculty Members. (Newly established on Feb. 28, 2014)

ADDENDUM

1. (Enforcement Date) These bylaws shall enter into force as of November 26, 2008.
2. (Special Cases of Suspension of Dismissal of Faculty Members Who Did not Satisfy the Minimum Requirements for Reappointment) The provision under Clause 1, Article 14 – which allows scores that do not satisfy the minimum requirements to be supplemented during the period of suspension of dismissal – shall apply to faculty members to be reappointed in the first semester of 2010 and thereafter.

ADDENDUM

1. (Enforcement Date) These amended bylaws shall enter into force as of July 22, 2012.(Amended on Jul. 10, 2012 Regulation No.163)
2. (Exemption regulation regarding treatment change such as remuneration according to the repeal of a promotion step to assistant professor) For full-time lecturers who were promoted under the existing bylaws when the amended bylaws of Article 16 were effective, the opportunity to get improved treatment including remuneration given with promotion can be effective for those who satisfy the criteria based on this amendment, and operational details shall be decided separately by the president.

ADDENDUM

1. (Enforcement Date) These bylaws shall enter into force as of February 28, 2014.
2. (Application Date) These bylaws shall be applied as of March 1, 2014.
3. (Interim measures regarding the minimum requirement for reappointment and promotion) As the application date of bylaws on reappointment and promotion is Mar. 1, 2014, If the evaluation period for reappointment and promotion falls under years before and after the application date of the bylaws, minimum requirements for reappointment and promotion shall be calculated by getting the scores of each semester based on the existing and amended minimum requirements applied during the semester.

4. (The range of non SCI, non SSCI, non SCIE, non AHCI achievements to be recognized as thesis A required for reappointment, promotion and pay step increase) The score of non SCI, non SSCI, non SCIE, non AHCI achievements shall be recognized within the limit of 30% of the minimum score of thesis A that are required for reappointment, promotions and pay step increases, and 70% of thesis A score shall be earned through international academic journals (issued by SCI, SSCI, SCIE, AHCI) or national academic journals.
5. (Exception regulation for specific works & performing arts and academic journals to be registered to the Korea Research Foundation)

(1) Notwithstanding the Research Area Evaluation Table, 【Attached table 1】 of Faculty Evaluation Bylaws, specific works and performing arts are recognized within the limit of up to 100% of minimum requirements of thesis A for reappointment, promotion and pay step increase.

(2) Notwithstanding the Research Area Evaluation Table, the 【Attached table 1】 of Faculty Evaluation Bylaws, candidate journals to be registered to the Korea Research Foundation shall be recognized within the limit of up to 30% of minimum requirements of thesis A for reappointment, promotion and pay step increase.

(3) The items 1 and 2 shall be temporarily applied from 2014 school year to 2017 school year.

6. (Interim measures regarding application of the minimum requirements when the working period and evaluation period are different) If an evaluation period is different according to the working period, the minimum requirement for reappointment and promotion of a relevant full-time faculty member shall be calculated by getting the scores during the semester concerned in the evaluation period and the result shall be calculated to two decimal places.

7. (Interim measures regarding promotion of full-time faculty members on junior tenure track)

(1) For Full-time faculty members on junior tenure track who were appointed before the amendment of these bylaws, the minimum requirements for promotion to associate professor are as follows:

Classification (minimum working period(yrs) required for promotion)	Education Area	Research Area	Service Area	Total Score	Evaluation Period
	<i>Basic item</i>	Thesis, Book, Proceedings, Patent			
Assistant professor→ Associate professor (8 years)	2,400	250	80	3530	8 years

(2) The changed treatment for junior tenure track full-time faculty members who were appointed before the amendment of the regulation shall follow the Bylaws on Treatment Change of Assistant Professors.

Attached Table

(Attached Table 1) Faculty Evaluation Table (Amended)

(Attached Table 2) Faculty Evaluation Table - faculty members for chaplain services (Amended)

Attached Form

(Attached Form 1) Professor's self-evaluation report (Amended)

(Attached Form 2) Professor's self-evaluation report - faculty members for chaplain services (Amended)

(Attached Form 3) Formal objection against the evaluation

ADDENDUM

These amended bylaws shall enter into force as of October 29, 2015.

ADDENDUM

1. (Enforcement Date) These amended bylaws shall enter into force as of December 22, 2015.
2. (Promotion of (contractual) faculty members on junior tenure track)
 - (1) If a faculty member on junior tenure track who was appointed before February 28, 2014 satisfies all the following items, he or she can be promoted to tenure track position (contractual posts).
 - A. Those who hold doctorate degrees in the relevant field
 - B. Those who worked as an associate professor for more than 6 years
 - C. Those who satisfy the minimum requirements for promotion

Classification	Education Area	Research Area	Service Area	Total Score	Evaluation Period
	Basic Item	Thesis A			
Minimum Score	1,800	600	180	3,060	6 years

- (2) The promotion procedure mentioned in item (1) shall be governed by Article 20 (Examination Procedure for Promotion) of Regulation on Personnel Management for Faculty Members, however, in principle, minutes of the meetings related to the promotion shall be attached when submitting a recommendation issued by the head of the department (the dean of graduate school) or the head of related department.

ADDENDUM

These amended bylaws shall enter into force as of January 14, 2016.

ADDENDUM

These amended bylaws shall enter into force as of Aug 8, 2016.

ADDENDUM

1. (Enforcement Date) These bylaws shall enter into force as of December 30, 2016.
2. (Applicability when substituting the item Thesis A with Technology transfer) The criteria for allowing substitution of the item Thesis A with the Technology transfer are as follows:
 - (1) The score for Thesis A can be substituted 100% by the technology transfer if the transfer fee is KRW 100 million or more per case.
 - (2) If the technology transfer fee is less than KRW 100 million per case, the rates of substituting the scores for Thesis A with technology transfer shall be up to 20% for general faculty members and up to 40% for Industry-Academic faculty members.

ADDENDUM

These amended bylaws shall enter into force as of June 4, 2019.

【Attached table 1】

Research Area Evaluation Table (Amended on Aug. 8, 2016)

Composition	Item	Category	Subcategory	Score	Remarks	
Thesis	Thesis A	International academic journal	SCI, SSCI, AHCI	200	Temporarily, 200 points are recognized by 2020.	
			SCIE	150		
			SCOPUS	125		
	Thesis B	Domestic academic journal	International academic journal	academic journals registered to the Korea Research Foundation	100	Note1)
				Non-SCI, Non-SSCI, Non-SCIE, Non-AHCI	100	
		Domestic academic journal	International academic journal	PhD thesis	150	Note 2)
				candidates for registration	70	
		Not registered	30			
General Research Achievements	Book	International academic books		300		
			Domestic academic books	150		
			Compilation/Translation	70		
			Revised version of a book	30		
	Proceedings	International academic convention	Proceedings with Examination Committee members	100	Only those whose full texts are published	
			Proceedings without Examination Committee members	50		
		Domestic academic convention	50			
		Regional academic convention	30			
	Works and performances			7~150	Note 3) partially recognized as thesis A score	
	Appointment score				Note 5)	
Research activities	Academic conference	Organizers, chief editor		10	Annual score limits Note 7)	
			Senior person present	10		
			Presentation/Discussion/Abstract	10		
	Evaluating activity	National project evaluation	Thesis evaluation	each thesis	10	Annual score limits Note 7) When it comes to National Project Examination, points will be given per day. Acknowledgement : evaluation activity for related Accreditation Programs
				The central government	20	
			Others(including local governments)	10		
	prizes for academic research				10,20,30	Detailed scores and other matters shall be determined by the Faculty Evaluation Committee.
Others		20 points per year		5		
Industry-Academic research	Patent	Patent for invention	International	300	Note 4) Only those to which registration numbers have been assigned	
			Domestic	200		
		Utility model		50		
		Program registration		50		

	Project research report	National institute		50	Task managers shall be given 1.2 times the relevant score If the ranges are overlapped with Receiving orders for projects, the higher score is recognized.	
		Private company		30		
		School	Not recognized as scores for Research activities	30		
	Receiving orders for projects	Less than KRW 10 million		30	Task managers: shall be given 1.2 times the relevant score. Amount of research fund received = Research fund/Number of research professor-level co-researchers If the ranges are overlapped with Project research reports, the higher score is recognized. Note 6) Calculation Formula For Receiving orders for projects, up to 70 points shall be recognized when 1 point is given to 1 million won (per project)	
		KRW 10 ~ 70 million		50~70		
		KRW 70 million or more		70		
	New technology, New product	each technology / product	New product/technology accredited by the government and affiliated institutions		100	
	Technology transfer	each technology transfer	Less than KRW 10 million		200	
			KRW 10 million or more		400	
	Business start-up by faculty members				50	

Note) Calculation Formulation:
$$\frac{(Amount\ of\ research\ funds\ received) + 140,000,000}{3,000,000}$$

Note1) Thesis A score of this subcategory shall be recognized temporarily by the school year of 2020 within the limit of 30% of the minimum score of Thesis A that are required for promotion, reappointment, or pay step increase.

Note2) Thesis A score of this subcategory shall be recognized within the limit of 30% of the minimum score of Thesis A that are required for promotion, reappointment, or pay step increase. (but this amendment shall be applied temporarily from 2014 school year to 2017 school year)

Note3) Works and Performances Evaluation Table

Note4) If the item scores for a thesis and a patent are overlapped, 100% of favorable evaluation points and 20% of unfavorable evaluation points are recognized. However, the professor concerned can choose the point to be recognized according to his/her intention, regardless of whether the points of items are favorable or unfavorable.

Note5) Faculty members who have been appointed university chaplain, vice president, or dean of office shall be deemed to have earned 25 points each for "theses" and "general research achievements" in each semester; the deans of graduate schools, the associate deans of offices, the director of the Department of Language Education, the director of the International Affairs, and the chairmen of undergraduate schools shall be deemed to have earned 25 points for "general research achievements." When the achievements are evaluated in relation to the promotion of faculty members, however, achievements shall be recognized only within the limit of up to 50% of the minimum requirements for theses and general research achievements for promotion as specified in the Bylaws on Faculty Member Employment.

Note 6) Calculation formula:
$$\frac{4 \times (amount\ of\ research\ fund\ received) + KRW140,000,000}{KRW6,000,000}$$

Note 7) The scores that can be earned from two items, Academic convention and Evaluating activity, are limited to 100 points a year.

※ Note: Instructions for overlapped research achievements

Under any of the following cases, only the one earning the highest score shall be acknowledged:

1. Academic convention and its proceedings
2. Receiving a project order and a research report for that project
3. In case the same research record applies to two or more items

- Literature Evaluation Table

Category	Remarks	Score
Novels or dramas	1 long piece (400 or more submissions of 200-letter manuscript papers) 1 novel collection	100
	1 medium-length story (200 or more but less than 400 submissions of 200-letter manuscript paper)	70
	1 short story (less than 200 submissions of 200-letter manuscript paper)	50
Criticism	1 criticism collection	100
	1 criticism (100 or more submissions of 200-letter manuscript paper)	70
	1 criticism (50 or more but less than 100 pages of 200-letter manuscript paper)	50
	1 criticism (less than 50 pages of 200-letter manuscript paper)	30
Poem	1 poem collection	100
	1 poem	7(maximum of 70)

■ Only those that have been published in a nationwide specialized literary journal or as a separate book shall be recognized. There are less than 10 national specialized literary journals including "Creation and Criticism," "Literary World," "La Plume," "Criticism and Forecasting," "Writer's World," "Silcheon Munhak," "Literature and Society," etc. These are determined every year based on the publishing situations by the Faculty Evaluation Committee after consulting with the chairmen of undergraduate schools or professors for related majors.

■ This evaluation item is not recognized as thesis A.

- Design work evaluation table

Item	Remarks	Score	
1.Exhibit	Private exhibits or media artwork exhibits invited by international art galleries	150	
	Private exhibits or media artwork exhibits invited by domestic art galleries	120	
	Widely recognized private exhibits	100	
	Group exhibit	2 persons	70
	Group exhibit	3 persons ~ 7 persons	50
Collective	Invitation or member exhibits in domestic or international	10~50	

Item		Remarks	Score
	exhibit	corporations, associations, or other group exhibits	
2.Award-winning works	Prize in a contest	Winning a grand prize in the National Art Exhibit, Korea Industrial Design Exhibit, or an authoritative international exhibit	150
	Prize in a contest	Winning a prize for special selection or higher in the National Art Exhibit, Korea Industrial Design Exhibit, or authoritative international exhibit	100
	Prize in a contest	Winning a prize for selection or higher in the National Art Exhibit, Korea Industrial Design Exhibit, or any authoritative international exhibit	70
	Prize in a contest	Winning a prize for special selection or higher in other contests	10~50

■ Initial selection of Design works are determined on the basis of the exhibit space, level of completion and size through Design School meetings.

■ The Design works submitted to different competitions shall be recognized once with its highest score (its scores are not double-counted).

■ Design works scores shall be recognized within the limit of 100% of the minimum score of Thesis A that are required for promotion, reappointment, or pay step increase, and the score beyond minimum requirements for thesis A are recognized as Works and Performance points. (but, it shall be temporarily applied from 2014 to 2017 for the acknowledgement of thesis A)

- Construction and sculpture work evaluation table

Item	Score
Work invited by the Korean Institute of Architects	100
Construction magazine, journal of the Korean Institute of Architects, Space	70
Other general magazines	10~50

■ These evaluation items are not recognized as thesis A.

■ Scores for other magazines shall be determined by the Faculty Evaluation Committee after consulting with the chairmen of undergraduate schools or professors for related majors.

- Performances

Item	Remarks	Score
International play writing or performing / directing media artworks	• Performance/play of original script and directing of media artworks in international theater / film festivals or commercial theaters. <small>Note1)</small>	100
Domestic play writing or performing in a / directing media artworks	• Performance/play of original script and directing of media artworks in international theater/film festivals or commercial theaters. <small>Note1)</small>	70
Participating in an international or domestic production of play/ media artworks <small>Note 2)</small>	• Performances: participating in production, planning, scenic design, lighting design, costume design, choreography, writing music or lyrics, translation, adaptation, dramaturgy and other works. • Media artworks: participating in production, planning,	50

	production design, lighting, edition, music, translation, adaptation and other works.	
Playwriting or performances / media artworks awarded in a contest	Winning a prize for selection or higher in a renowned international contest (Note 1, Note 2)	100
	Winning a prize for selection or higher in a renowned domestic contest (Note 1, Note 2)	70
	Winning a prize for special selection or higher in other contests (Note 1, Note 2)	10-50

Note 1) Theater/film festival standard for performance / media artworks area

* International Theater Festivals: It includes The Edinburgh International Festival, Dublin Fringe Festival, Avignon Festival, ITI Theatre of Nations, Stratford festival, and Dublin Theatre Festival, London International Festival of Theatre, and Beseto Theatre Festival. The application ratio for other international festivals shall be determined through a separate deliberation.

* Domestic theater festivals: it includes Seoul Theatre Festival, Korea Theatre Festival, Uijeongbu International Music Theatre Festival, Keochang International Festival of Theatre, Daegu International Musical Festival, Donga Play award, Seoul Performing Arts Festival and other theater festivals equivalent to above-mentioned festivals.

* International film festival:

It includes Festival de Cannes, Berlin International Film Festival, The Venice International Film Festival, Toronto International Film Festival, the Sundance Film Festival, Internationale Film Festival Rotterdam, Yamagata International movie Festival, Hot Docs International Documentary Film Festival, International Documentary Film Festival Amsterdam, Busan International Film Festival, Puchon International Fantastic Film Festival, Gwangju International Film Festival, Jeonju International Film Festival, EBS International Documentary Festival, Experimental Film and Video Festival in Seoul, Clermont-Ferrand International Short Film Festival, International Short Film Festival Oberhausen, Tampere International Short Film Festival, Short Shorts Film Festival, Palm Springs International Film Festival, Pusan International Short Film Festival, Asiana International Short Film Festival, and short films awarded in international film festivals. The application ratio for the international film festivals other than the above-mentioned ones shall be determined through a separate deliberation.

* Domestic film festival

Daejong Film Awards, Korea Film Awards, Blue Dragon Film Awards, Paeksang Arts Awards, Korean Independent Film Festival, Mise-en-scene's Short Film Festival, Seoul Independent Film Festival, Busan Asian Short Film Festival, Independent Film & Video Makers' Forum, Seoul Independent Documentary Festival, short films awarded in domestic film festivals. Other film festivals whose awareness are equivalent to the above-mentioned are included.

Theaters that put on commercial plays such as first-run theaters, Art movie theater, Sejong Center for the Performing Arts, The National Theater of Korea, Seoul Arts Center, Culture and Arts Centers, Dongsoong Art Center, Chongdong Theater, LG Arts Center, Doosan Art Center, and other theaters in Hyehwa.

* The qualification of events and contests that are not mentioned above shall be evaluated by

hearing opinions of school departments and reviewing the cases of other universities. If a work achieves several rewards, the highest score or the score of an award whose value is equivalent to other award shall be recognized.

Note 2) Items except participation in international / domestic performance/media artwork shall be recognized only within the limit of up to 100% of the minimum requirements for thesis A required for promotion, reappointment, and pay step increase, and the scores exceeding those minimum requirements shall be recognized as Works and Performances score. (However, it shall be temporarily applied from 2014 to 2017 for the recognition of thesis A)

2. Evaluation table for Education Area (Amended on Jan. 14, 2016)

Com position	Item	Score	Remarks	
Basic item Note 1)	Chapel	15	To be recognized only when attended for 12 or more times	
	Community leadership	15	To be recognized only when attended for 12 or more times The scores for the relevant semester are recognized when new professors attend New Faculty Fellow.	
	Undergraduate school lecture (including seasonal terms)	$\frac{135+[(\text{lecture hours-compulsory lecture hours}) \times 15]}{(\text{including seasonal terms})}$	If lecture cancellation/supplementary lecture reports, performance records, and revised performance records are not submitted within the deadlines, 5 points per case shall be deducted from the relevant course. The number of hours for community leadership shall be excluded (newly established on Oct. 10, 2007).	
	Appointment score	$(9 - \text{number of hours for appointment}) \times 15$		
Optional items	Profess or Competence Development	Handing Profess or Academy	20*number of participation times 1* hours of participation	20 points to short-term programs during vacations, 1 point to the one-day program during semesters, and other education programs accredited by the school.
		Lecture consulting	10	
	<u>Undergraduate school lecture weighted scores</u>			Note2)
	<u>Graduate school lectures(deleted)</u>		<u>15*number of hours(deleted)</u>	<u>If lecture cancellation/supplementary lecture reports, performance records, and revised performance records are not submitted within the deadlines, 5 points per case shall be deducted from the relevant course.(deleted)</u>
	Lecture coordinator		5	including professors in charge of a division of class and Team lecture coordinators Only one course is recognized per semester.
Course Portfolio		5*number of	2 points shall be given per a course when a SMART	

		subjects	report is submitted. 3 points shall be given per a course when a subject portfolio is submitted.
	Development of lecture materials	20	-In case a lecture material has been developed, the Faculty Evaluation Committee shall evaluate it and decide whether to assign 10 ~ 20 points. - In case of a lecture material has been revised: 5 points ※ Presentation materials (PPT files) are not recognized as lecture materials.
	Open lecture	30	- In case of a lecture opened on K-MOOC by a faculty member, 30 points shall be given, and in case of a KOCW online video, 20 points shall be given. In case of open lecture materials, 10 points shall be given. - When it comes to open lecture video clip, up to 10 points per clip can be substituted with Thesis A of Research Area (up to 20% of the minimum requirement for appointment) and in case of substitution, the substituted scores shall be deducted from the relevant item.
	Student Counseling	10 points for more than 30 students per semester	Points shall be given per semester when a professor counsels more than 10 students (only computerized record) in a semester. (Proportional point distribution: 10 students - 1 point ~ 30 students - 10 points)
	Class satisfaction rate among students	Points per class with high satisfaction rate(0 - 5)/ 5 points per 0.1 % of Improvement rate	Proportional point distribution based on the average GPA of each department (Humanities or social science departments (4.2) and Science & engineering departments (4.2) and Global leadership (Language Education Center) (4.1) Proportional to the average(point 0)~4.6(point 5) Points shall be given considering the improvement rate in comparison with the total average GPA of the previous year. 5 points shall be given per 0.1 % of the Improvement rate.
	Employment rate and advancement rate of students proceeding to institutions of higher education	20	Points shall be given to an undergraduate school whose employment rate and advancement rate combined are more than 60% (yearly). (Proportional point distribution: 60 % - 10 points ~ 90 % students - 20 points)
	Prizes in relation to education	10, 20, 30	School and regional level - 10 points, national level - 20 points, international level - 30 points
	Other activities in relation to education	5/case	Up to 20 points per year Participation in engineering education accreditation seminar and workshop shall be recognized as achievements.
Industry-Academic cooperation education	*Short-term study & training guidance (Instruction for field training)	3*students*credits	To be recognized for up to 10 students per semester including these three evaluation items In case of items with no credit, 1 credit shall be recognized. Points shall not be given to items recognized as a class hour.
	Internship guidance (Commissioned education program)	3*students*credits	

	Research Guidance (Individual research, research for guidance)	3*students*credits	
	Introducing students to a company for employment	10 points/student	In case that the professor is directly/indirectly associated with the employment of a student
	Providing guidance for student career or employment	3 ~10 points / up to 100 points per year	Including giving guidance to student clubs for employment
	Providing guidance for business start-up	5points/case	
	Business start-up by students	20 points/case	

Note 1) If the score for a basic item cannot be earned due to an order by the chairman of the undergraduate school, the score shall be deemed to have been earned in that semester.

Note 2) The weighted scores for undergraduate school lectures shall be calculated by 15 x number of hours x WF, and the weight factors (WF) shall be determined by the formula within the ranges shown below, and they shall not be applied doubly.

1. Weight factors for the number of persons

- Cultural & social sciences: less than 50; 0.0 - 100 or more; 0.2
- Natural engineering: less than 40; 0.0 - 80 or more; 0.2

2. Weight factors for English or nighttime lectures

- Cultural & social sciences: less than 50; 0.2 - 100 or more; 0.4
- Natural engineering: less than 40; 0.2 ~ 80 or more; 0.4

* For faculty members whose mother country is an English speaking country, however, the general lecture weight factors shall be applied.

3. Evaluation table for Service Area

Composition	Item	Score	Remarks
Basic Item	Entrance Examination	Interview	10/day
		Drafting Questions	10/case
		PR	10/case
		Consulting	10/case
		Evaluation	10/case
In-school service	Committee activities	5-10/committee (30/year)	3 points: 3 or more meetings or more than 3 hours 1 point shall be given per 1 meeting or 1 hour and as many as 10 points can be given (for a year)
	Task Force team	5-20 (40/year)	20 points- Those TFs that prepare a proposal

	Note 1) (Task Force)		for the government's budgetary support to the university for several years 15 points- Those TFs that prepare a proposal for the government's budgetary support to the undergraduate school for several years 10 points- TF that prepare a proposal in relation to the government's budgetary support for 1 year or less 5 points- Those TFTs related to school policy studies
	Administrative service and services related to education accreditation.	10-40 (40/year)	Note 1) In case of overlapped appointments, 100% of two appointment scores shall be recognized.
	Student training	20 (60/year, 20/semester)	Note 2)
	Club guidance	5~10 (10/year)	5 points: 5 or more meetings per year 10 points: 10 or more meetings per year
	Others	5(20/year)	To be evaluated by the Faculty Evaluation Committee Non-regular lectures and consulting in relation to majors included In case of admission examination for graduate schools, 5 points shall be given per service (more than 4 hours) (Scores for Admission examination are not included in the limited scores of 20 hours per year)
Out-of-school service	Local and social service	5/service content (20/year)	Only for continued services; cases of services shall be described
	Special lectures	5/case (20/year)	
	Services for institutions (national institutions, etc.) drafting of questions or Examination Committee members	5/case (20/year)	Including local governments
	Others	5/case (20/year)	Detailed scores and others shall be determined by the Faculty Evaluation Committee
Industry-Academic Cooperation Service	Signing and managing cooperative agreement with businesses and organizations	50/year	Note 3) 10 points shall be given for identifying a company, 5 points per company for the management of such relation and cooperation; identification of a company and the management of such relation during the pertinent year shall not be repetitively recognized.
	Technology management guidance	50/year	Technology management guidance 20 points per case
	Activities in businesses	50/year	10 point shall be given per month
	Other Industry-Academic Cooperation Service	50/year	Note 4)
Humanity education, Spirituality education, community		0,5,10 per semester	to be evaluated by semester

Note 1) 40 points to be recognized for appointments for which 4 hours are set as compulsory lecture hours per week based on the number of compulsory lecture hours per week in the attached table of the Regulation on Full-time Faculty Members' Lecture Hours and Payment of Lecture Fees; 20 points

for appointments for which 6 hours are set, 15 points for appointments for which 7 hours are set, 10 points for appointments for which 8 hours are set and Coordinator who took electives among education accreditation courses including engineering education accreditation, and for other appointments.

Note 2) Only those items recognized by the Faculty Evaluation Committee from among the followings:

1. In the case of meetings during the semester, those who regularly meet for at least 1 hour per session for 10 weeks or longer, and such fact has been reported to the Chaplain's Office as F-GBS (Faculty-Group Bible Study) or student training program at the beginning of the semester
2. In the case of meetings during vacation, those who regularly meet for at least 2 hours per session for 10 days or longer, and such fact has been reported to the Chaplain's Office as F-GBS or student training program before vacation
3. Faith training program for 3 nights and 4 days or longer

Note 3) giving a special lecture to workers of contracting companies, utilization of common equipments(laboratory), Training workers in charge of production in industrial sites, recruitment of an adjunct professor, guidance on industry-academic joint thesis, lecturing on entrepreneurship and leadership to workers from contracting companies, case number of managing the industry-academic cooperation track, activities at industrial sites (longer than 1 month: during Sabbatical leave or summer/winter vacations) and other achievements in managing relationships with industrial counterparts

Note 4) a member of non-executive directors, field trips to industrial sites(as a guiding professor), other activities for industry - academic cooperation with businesses or institutions (including contents in Note 3))

[Attached Table 2]

**Faculty evaluation table-faculty members for chaplain services
(Amended on Jan. 14, 2016)**

Area		Evaluation item	Detailed evaluation	Score	Remarks
<u>Chaplain service</u>	Worship service, Sermon, Lecture	Sermon (regular)	Wednesday chapel	3	(per sermon)
			Faculty chapel	3	Including professors retreat / per sermon
			Sunday Morning	3	HUC / HIC (per sermon)
			Sunday Evening	3	(per sermon)
		Sermon (intermittent)	In-school event	3	Entrance ceremony, graduation ceremony, parents prayer meeting, etc. (per sermon)
			Students community gathering	3	Community of faith (per sermon)
			SDM/RC related services	3	SDM/RC(per sermon)
			Chapel for the School of Industrial Education	3	For those who are in charge of the semester, it is applied to an hour of lecture (per sermon)
		Worship management	First hour preaching	3	5 leading services per week and sermons for a week
			Staff worship	15	1 point per sermon (1 semester)
	Leading/Presiding over a worship service		1	per service	
	Lecture	Lecture on faith (NA)	3	HCC, Purity pledge, lectures on faith	
	Upbringing	Bible study	Small group bible study	15	Scores are given to each group.
			Community leaders upbringing (SDM/RC) training	15	
			Professors bible study	15	
			HCC, HDC, HDS	15	
			Non-Christian evangelistic study class	15	Other bible studies
		Discipleship community	SDM	10	Caring for/managing community (per SDM community)
			RC	20	Caring for/managing community (per RC community)
		Program management	HDS	40	Handong Discipleship School
HCC			25	Handong Cornerstone Course	
HDC			25	Handong Discipleship Course	
Other programs			10-30	Sprout Presbyterian school/ Bible school / Worship school	
Baptism/immersion education			2	(Per session)	
<u>Special events oversight</u>		<u>Mission festival</u>	<u>5-20</u>		
	<u>Revival</u>	<u>5-20</u>			

		Spiritual care	Individual counseling	1	Scores are given per 45 minutes.		
			Counseling/ visiting community (SDM/RC)	1			
			Visiting, evangelism	1			
		Outreach	Leading a student group	15			
		Administrative position	University chaplain, administrative pastor	50, 35	Scores are given per semester.		
	Others	Others	Prayer	1-50	Scores are given considering various ministry-related services such as prayer, meditation, separate study and other local services per semester.		
			Meditation				
			Separate study				
			Other services				
	Education	Basic item	Contracted number of lecture hours	Contracted number of lecture hours	15*number of hours	If lecture cancellation/supplementary lecture reports, performance records, and revised performance records are not submitted within the deadlines, 5 points per case shall be deducted from the relevant course. The number of hours for community leadership shall be excluded (newly established on Oct. 10, 2007).	
Chapel						15	
Community leadership						15	The scores for the relevant semester are recognized when new professors attend New Faculty Fellow.
Optional Item	Professor Competence Development	Handong Professor Academy	20*number of participation times 1* hours of participation	1-20	20 points to short-term programs during vacation, 1 point to the one-day program during the semester, and other external mandatory education programs officially accredited by the school.		
		Lecture consulting		10			
		Lecture coordinator	1 Course max	5	including professors in charge of a division of class and Team lecture coordinators		
		Course Portfolio		5*number of subjects	2 points shall be given per a course when a SMART report is submitted. 3 points shall be given per a course when a subject portfolio is submitted.		
		Development of lecture materials		20	-In case a lecture material has been developed, the Faculty Evaluation Committee shall evaluate it and decide whether to assign 10 ~ 20 points.		

					- In case of a lecture material has been revised: 5 points ※ Presentation materials (PPT files) are not recognized as lecture materials.
		Open lecture		30	- In case of a lecture opened on K-MOOC by a faculty member, 30 points shall be given, and in case of a KOCW online video, 20 points shall be given. In case of open lecture materials, 10 points shall be given. - When it comes to open lecture video clip, up to 10 points per clip can be substituted with Thesis A of Research Area (up to 20% of the minimum requirement for appointment) and in case of substitution, the substituted scores shall be deducted from the relevant item.
		<u>Class satisfaction rate among students</u>		Points per class with high satisfaction rate(0-5)/5 points per 0.1% of Improvement rate	Proportional point distribution based on the average GPA of each department (Humanities or social science departments (4.2) and Science & engineering departments (4.2) and Global leadership (Language Education Center) (4.1) Proportional to the average(point 0) - 4.6(point 5) Points shall be given considering the improvement rate in comparison with the total average GPA of the previous year. 5 points shall be given per 0.1% of the Improvement rate. ※ For the Chaplain's Office, the score is calculated based on the criteria for Global Leadership School.
		prizes in relation to education		10, 20, 30	School and regional level - 10 points, national level - 20 points, international level - 30 points
		Other activities in relation to education		5/case	Up to 20 points per year Participation in engineering education accreditation seminar and workshop shall be recognized as achievements.
Research	Thesis A	International academic journal	SCI,SSCI SCIE, AHCI	200	
		Domestic academic journal	Non-SCI, Non -SSCI, Non-SCIE, Non-AHCI	100	
	Thesis B	Domestic academic	academic journals registered to the Korea	100	

	journal	Research Foundation				
		Ph. D thesis		150		
		Candidates for registration		70		
		Not registered		30		
	Book	International academic books		300		
		Domestic academic books		150		
		Compilation/Translation		70		
		Revised version of a book		30		
	General Research Achievements	Proceedings	International academic convention	Proceedings with Examination Committee members	100	Only those whose full texts are published
				Proceedings without Examination Committee members	50	
			Domestic academic convention		50	
			Regional academic convention		30	
	Research Activities	Academic conference	Organizers, chief editor		10	Annual scores earned from academic conference and evaluating activities are limited to 100 per year by combining scores from the two.
			Senior person present		10	
			Presentation/Discussion/Abstract		10	
Evaluating activity		Thesis evaluation	Each thesis		10	
			National project evaluation	The central government	20	
		Others(including local governments)		10		
Prizes for academic research			10,20,30	Detailed scores and other matters shall be determined by the Faculty Evaluation Committee.		
Others		by case		5		
Industry-Academic Research	Patent	International		150	Only those to which registration numbers have been assigned	
		Domestic		100		
	Utility model		50			
	Program		50			

		registration			
		Project research report	National institute	50	Task managers shall be given 1.2 times the relevant score If the ranges are overlapped with Receiving orders for projects, the higher score is recognized.
			Private company	30	
			School	30	
		Receiving orders for projects	Less than KRW 10 million	30	Task managers shall be given 1.2 times the relevant score. Amount of research fund received =Research fund/Number of research professor-level co-researchers If the ranges are overlapped with Project research reports, the higher score is recognized.
			KRW 10 - 70 million	30-70	
			KRW 70 million or more	70	
Service	In-school service	Entrance examination	Interview	10	
			Drafting questions	10	
			PR	10	
			Consulting	10	
			Evaluation	10	
		Committee activities	5-10 (30/year)	3 points: 3 or more meetings or more than 3 hours 1 point shall be given per 1 meeting or 1 hour and as many as 10 points can be given (for a year)	
		Task Force Team	5-20 (40/year)	20 points- Those TFs that prepare a proposal for the government's budgetary support to the university for several years 15 points- Those TFs that prepare a proposal for the government's budgetary support to the undergraduate school for several years 10 points- TF that prepare a proposal in relation to the government's budgetary support for 1 year or less 5 points- Those TFTs related to school policy studies	
		Administrative service and services related to education accreditation.	10-40 (40/year)	In case of overlapped appointments, 100% of two appointment scores shall be recognized.	
		Club guidance	5-10 (10/year)	5 points: 5 or more meetings per year 10 points: 10 or more meetings per year	
		Others	5(20/year)	To be evaluated by the Faculty Evaluation Committee Non-regular lectures and consulting in relation to majors included	

				In case of admission examination for graduate schools, 5 points shall be given per service (more than 4 hours) (Scores for Admission examination are not included in the limited scores of 20 hours per year)
Out-of-school service		Local and social service	5/service content (20/year)	Only for continued services; cases of services shall be described (Church service is not recognized by this item: it is recognized by other services item in chaplains service)
		Special lectures	5/case (20/year)	(Lectures for churches or missionary groups are not recognized by this item: these are recognized by other services item in chaplains service)
		Services for institutions (national institutions, etc.) drafting of questions or Examination Committee members	5/case (20/year)	Including local governments
		Others	5/case (20/year)	Detailed scores and others shall be determined by the Faculty Evaluation Committee
		Humanity education. spirituality education. community	0, 5, 10	To be evaluated by semester

[Attached Table 2]

Faculty evaluation table - faculty members for chaplain services

Research	Thesis	SCI level	200	
		Other international scientific journals and journals registered with the Korea Research Foundation	100	
		In-school thesis collections and journals to be registered with the Korea Research Foundation	50	
		Unregistered national-scale scientific journals	0 ~ 30	
		PhD thesis	150	
	Book	Book	100 ~ 200	
	Proceedings	Proceedings	30 ~ 100	
	Patent	Patent	100 ~ 150	
		Utility model, program registration	50	
	Project research report	Project research report	30 ~ 50	
	Project order receipt	Less than KRW 30 million	30	
		More than KRW 30 million	50	
Scientific convention	Organizer, Editor, Senior person present, Presentation, Discussion, Abstract	10		
Evaluation activity	Thesis assessment, national project assessment	10		
Others		0, 5, 10	To be evaluated by semester	
Service	Entrance examination		10	Per instance
	Committee, TF		5~20	To be evaluated by semester Requires the ground for appointment by the department
	Out-of-school services		0~5	To be evaluated by semester
	Outreach		15	
	Special events oversight		5-20	Revival, Conference, Mission Festival, etc.
	Bible study		15 (per group)	Administrative Staff for Bible Studies
	Other spirituality training		5-15	
	Spiritual care		10-50	Counseling, evangelism, care, nurturing
	Staff worship		15	
	External special lecture		2 (per lecture)	
	Appointment		University chaplain: 50 Administrative pastor: 35	
Others		0, 5, 10	To be evaluated by semester	
Humanity education. spirituality education. community		0, 5, 10	To be evaluated by semester	

(Attached Form 1) Professor's self-evaluation report

Professor's Self-evaluation Report

Name :

Belonging to :

Current job title:

Evaluation period :

Before God, I hereby certify that the Professor's Self-Evaluation Report for faculty appointment assessment is true and correct in every detail.

Name:

(Signature)

I hereby certify that I have thoroughly examined this Professor's Self-Evaluation Report.

Chairman of the undergraduate school/Dean of the graduate school:

(Signature)

【Guidelines】

Please fill in each area of the evaluation, and if there is a section requiring "Reference No.", submit the related data, with the same reference number marked on them.

1. Area of Research

1-1 Thesis A

제목 (Title)	구분 ^{주)} (Division)	발표 일자 (Date published)	발표 기관지 (Journal where thesis will be published)	저자수 (Number of authors)	자료 번호 (Data no.)

【Guide lines】

1. Note) Division 1 : SCI, SSCI, SCIE, AHCI listed in 1

2 : International scientific journals except those

3 : Domestic scientific journals registered with the Korea Research Foundation

2. In terms of thesis, only those that have been made within the evaluation period shall be recognized based on the date of its publication in an academic journal.

1-2 Thesis B

제목 (Title)	구분 ^{주)} (Division)	발표 일자 (Date Published)	발표 기관지 (Journal where thesis will be published)	저자수 (Number of authors)	자료 번호 (Data no.)

1. Domestic scientific journals registered with the Korea Research Foundation or candidates for registration

2 : Doctorate thesis

3 : Domestic scientific journals not registered with the Korea Research Foundation

【Instruction for professor evaluation】

1. Domestic scientific journals not registered with the Korea Research Foundation : Only those that have been published in a periodical thesis collection edited by a nationwide editorial committee shall be recognized. (The 8th Faculty Evaluation Committee meeting '06)

1-3 Book

제목 (Title)	구분 ^주 (Division)	발표 일자 (Date issued)	출판사 (Publisher)	저자수 (Number of authors)	자료 번호 (Data no.)

【Guidelines】

- Note) Division 1 : International academic book 2 : Domestic academic book 3 :
Compilation/Translation 4 : Revised version of a book
- Only those that have been written within the evaluation period based on the date of publication shall be recognized.

【Instruction for professor evaluation】

- Only those marked with ISBN or the name of publisher shall be recognized. (The 5th Faculty Evaluation Committee meeting '06)
- Books in an essay form written by several authors shall be recognized as one of the other activities of research. (The 9th Faculty Evaluation Committee meeting '08)

1-4 Proceedings

제목 (Title)	구분 ^주 (Division)	발표 일자 (Date published)	주관학회 (Society in charge)	저자수 (Number of authors)	자료 번호 (Data no.)

【Guidelines】

- Note) Division 1 : International academic conference with evaluation committee members 2 : International academic conference without evaluation committee members 3: Domestic academic conference
4: Local academic conference
- In terms of proceedings, only those of which full texts are published shall be recognized.

【Instruction for professor evaluation】

Achievements made in symposiums or workshops shall not be recognized as proceedings but as special lectures. (The 6th Faculty Evaluation Committee meeting '07)

1-5 작품 및 공연

제목 (Title)	구분 ^{주)} (Division)	발표 일자 (Performed date)	주관기관 (Institute in charge)	저자 수 (Number of author s)	자료 번호 (Data no.)

【작성지침】

1. 주) 구분

-문학 작품 (전국규모의 문학전문지에 게재하거나 단행본으로 출간한 경우에 한하여 인정함. 전국규모의 문학전문지는 창작과 비평, 문학세계, 라벨류, 비평가 전망, 작가세계, 실천문학, 문학과 사회 등 10개 이내로 매년 출판 상황에 따라 교수업적평가위원회가 학부장 또는 관련 전공 교수의 자문을 받아 결정함)

1 : 소설 및 희곡으로 장편 1건(200자 원고지 40매 이상) 또는 소설집 1권

2 : 소설 및 희곡으로 중편 1건(200자 원고지 200매 이상 400매 미만)

3 : 소설 및 희곡으로 단편 1건(200자 원고지 200매 미만)

4 : 평론집 1권

5 : 평론 1건 (200자 원고지 100매 이상

6 : 평론 1건(200자 원고지 50매 이상

100매 미만)

7 : 평론 1건(200자 원고지 50매 미만)

8 : 시집 1권

9 : 시 1건

-디자인 작품

10 : 전시회 개인전

11 : 전시회 그룹전 (2인전)

11 : 전시회 그룹전(3인이상 7인 이하)

12 : 전시회 단체전

13 : 공모전 수상작품 (국전, 대한민국 산업디자인전, 권위 있는 국제전 대상)

14 : 공모전 수상작품 (국전, 대한민국 산업디자인전, 권위 있는 국제전 특선입상)

15 : 공모전 수상작품 (기타 공모전 특선이상)

-건축 및 조형물 작품

16 : 건축가 협회 초대작

17 : 건축잡지, 건축사협회지, 공간

18 : 그 외의 일반 잡지 (교수업적평가위원회가 학부장 또는 관련 전공 교수의 자문을 받아 결정함)

-공연

19 : 국외 공연 극작 및 공연/영상 연출

20 : 국내 공연 극작 및 공연/영상 연출

21 : 국내외 공연/영상 제작 참여

22 : 극작 및 공연/ 영상 공모전 수상(권위 있는 국제전 입선이상)

22 : 극작 및 공연/ 영상 공모전 수상(권위 있는 국내전 입선이상)

22 : 극작 및 공연/ 영상 공모전 수상(기타 공모전 특선이상)

2. 작품 및 공연은 출판 또는 발표된 일자를 기준으로 저서는 출판된 일자를 기준으로 평가기간 내의 업적만 작성.

【교수업적평가 지침】

1. 공모전 작품에 의한 수상은 개인전, 그룹전 및 단체적과 연구활동의 기타 및 학술연구수상과는 중복 인정하지 않음 (2006년 4차 업적위 회의)

2. 잡지에 게재된 업적물의 발표일자는 해당 잡지의 년월 호를 발표 혹은 게재일자로 인정함. (2007년 4차 업적위 회의)

3. 잡지 및 협회에 발표되지 않은 작품은 인정하지 않음 (2007년 6차 업적위 회의)

1-6 Academic Conference

제 목 (Title)	구분 ^{주)} (Division)	심사일자	심사기관(Institute conducting the examination)	자료 번호 (Data no.)

【Guidelines】

Note) Division 1 : Organizer, Chief editor

2 : Senior person present

3 : Presentation, Discussion, Abstract

【Instruction for professor evaluation】

1. Local academic conferences (organizers, chief editors, senior persons, presentations, discussions, abstracts) shall not be recognized as an academic conference for research activities but as items such as other research activities or academic conference awards that are recognized as 5 points. (The 4th Faculty Evaluation Committee meeting '05)

2. There shall be a society that holds the academic conference, and symposiums or seminars shall not be recognized as an academic conference. (The 5th Faculty Evaluation Committee meeting '06)

1-7 Evaluation Activity

제 목 (Title)	구분 ^{주)} (Division)	일자 (Date)	기관 (Institute)	자료 번호 (Data no.)

【Guidelines】

Note) Division 1 : Thesis evaluation

2 : National project evaluation

【Instruction for professor evaluation】

1. Thesis evaluation : The thesis evaluation shall be recognized. (The 4th Faculty Evaluation Committee meeting '05)

1-8 Academic Research Awards

제목 (Title)	구분 ^{주)} (Division)	일자 (Date)	기관 (Institute)	자료 번호 (Data no.)

【Guidelines】

Note) Division 1: 1. A school or regional level shall be recognized as 10 points, a national level 20 points, and an international level 30 points.

【Instruction for professor evaluation】

1. A school or regional level shall be recognized as 10 points, a national level 20 points, and an international level 30 points. (The 4th Faculty Evaluation Committee meeting '05)
2. In terms of awards, only those that have prize money or a certificate of awards shall be recognized. (The 6th Faculty Evaluation Committee meeting '07)

1-9 Other activities in relation to academic research

제목 (Title)	일자 (Date)	주1)상세 활동내용 기술 (Activity details)	자료 번호 (Data no.)

【Guidelines】

Note)Others (Specific details shall be submitted as a separate attachment)

1-11 Project Research Report

제목 (Title)	발행일자 (Date issued)	계약기관 (Contracted institute)	과제 책임자 여부 (whether or not a task manager was appointed)	연구원 수 ^{주)} (Number of research er)	자료 번호 (Data no.)

【Guidelines】

- 1. Note1) Category 1: National institute
 - 2: Private company
 - 3: School
- 2. Note2) The number of authors shall include the task manager.
- 3. In terms of project research paper, only those that have been written within the evaluation period shall be recognized based on the date of publication.

【Instruction for professor evaluation】

- 1. 학교의 프로젝트 연구보고서의 경우 산학협력 실적으로 인정되지 않음

1-12 Receipt of project orders

제목 (Title)	연구비 수혜액 (Amount of research fund received)	기간 (Period)	계약기관 (Contracted institute)	과제 책임자여부 (Whether or not a task manager was appointed)	연구원 수주) (Number of research ers)	자료 번호 (Data no.)

【Guidelines】

- 1. Note) The number of researchers shall include the task manager.
- 2. In terms of the amount of research fund received, only those of which the last day of use has occurred within the evaluation period shall be recognized.

【Instruction for professor evaluation】

- 1. When calculating research fund for individual researchers, research assistants are excluded. For other items, however, research assistants shall be counted as authors or participants. (The 3rd Faculty Evaluation Committee meeting '05)
- 2. In terms of research fund, only those that have been provided from external organizations through a research support team and operated under its central management shall be recognized. (The 5th Faculty Evaluation Committee meeting '06)
- 3. When substituting this evaluation item for Thesis A or Industry-Academic research item, only those that have been received from agencies equivalent to national institutes and industries shall be recognized. In terms of score calculation, 1 point shall be given to a million won and up to 70 points shall be recognized.

1-13 신기술, 신제품

제목	구분 ^{주)}	일자	승인 / 인증 기관명	자료 번호

【작성지침】

1. 주) 구분 1 : 정부 및 산하기관 신제품 2 : 신기술 인증

【교수업적평가 지침】

1. 신기술·제품 인증은 연구수행 결과를 발생한 신기술, 제품 등의 연구결과물에 대하여 정부, 공공기관 등으로 승인, 인증 등을 받은 실적을 말한다.
2. 본 항목 인정은 해당 기관으로 부터의 승인서 또는 인증서 등으로 한다.

1-14 기술이전

제목	구분 ^{주)}	일자	기관명	기술이전료	자료 번호

【작성지침】

1. 주) 구분 1 : 기술 등의 양도로 기술이전료 발생된 기술이전 2 : 기술 등의 실시권을 허용함으로써 기술이전료 발생된 기술이전

【교수업적평가 지침】

1. 연구수행 결과로 발생된 기술 등을 제3자에게 양도하거나 실시권을 허용하여 발생한 수입이 있을 경우에 한하여 인정함(단 기술지도, 공동연구 등이 완료되지 않은 기술의 이전이나, 합작투자, 인수·합병의 방법을 통한 기술이전은 제외한다.)

1-15 교원창업

회사명	구분 ^{주)}	창업일	종업원수	사업자등록번호	연매출액 (백만원)	자료 번호

【작성지침】

주) 구분 1 : 영리기업 2 : 비영리 기업

2. Area of Education

2-1 Participation in chapels

학 기 (Semester)	16주 중 참여횟수 (Attendance during 16 weeks)
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times

* If you have difficulty participating in “Chapel”, please tell us the reason.

2-2 Participation in Community leadership

학 기 (Semester)	16주 중 참여횟수 (Attendance during 16 weeks)
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times

* If you have difficulty participating in “Community leadership training”, please tell us the reason.

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2-3 Lecture Coordinator

학 기 (Semester)	구분 ^{주1)} (Division)	교과목명 (Name of course)	참여교수 수 (Number of participating professor)
Year Semester			
Year Semester			
Year Semester			
Year Semester			

Note)1. Team Lecture Coordinator 2. Professors in charge of a division of class

2-4 Development of lecture materials

학 기 (Semester)	교과목명 (Name of course)	참가교원 (Participating faculty)	개발내용 (Content of development)	자료번호 (Data no.)
Year Semester				
Year Semester				

【Instruction for professor evaluation】

1. In terms of lecture materials, only those that are deemed to have academic and educational value shall be recognized. Materials in Power Point format shall not be recognized.
2. If there is more than one author, the evaluation ratio specified in the Article 10 of Bylaws shall be applied. Virtual lecture materials (materials on the web) shall be recognized. (The 4th Faculty Evaluation Committee meeting '05)
3. When a class does not have a text book or a professor only uses the text book for reference and has created lecture materials instead, the lecture materials developed by the professor shall be recognized as the development of lecture materials. (The 5th Faculty Evaluation Committee meeting '06)
4. The material that covers the content of lectures for a semester shall be recognized. (The 8th Faculty Evaluation Committee meeting '06)
5. Teaching material development report of New University for Regional Innovation (NURI) shall be recognized as lecture material development. (The 5th Faculty Evaluation Committee meeting '08)

2-5 Open lecture

학 기 (Semester)	강의공개 과목명 (Name of course)	참가 교원수 (Number of participating faculties)	공개내용 (Content)	자료번호 (Data no.)
Year Semester				
Year Semester				

2-6 학생상담실적

학 기	상담실적	자료번호
학년도 학기		
학년도 학기		

【교수업적평가 지침】

1. 전산상에 입력된 자료만 인정 됨

2-7 Prizes in relation to education

제목 (Title)	구분 ^{주)} (Division)	일시 (Date)	수상기관 (Organization)	자료번호 (Data no.)

【Guidelines】

Note) Category 1: School and regional level-10 points, 2. national level-20 points, 3. international level- 30points are recognized.

【Instruction for professor evaluation】

1. A school or regional level shall be recognized as 10 points, a national level 20 points, and an international level 30 points. (The 4th Faculty Evaluation Committee meeting '05)
2. Prizes given to professors who earned high scores in lecture evaluation and community leadership training at the end of a semester shall not be counted as professor evaluation points as they are given to encourage, not to give an award. (The 6th Faculty Evaluation Committee meeting '07)
3. Only those that have prize money or a certificate of awards shall be recognized. (The 6th Faculty Evaluation Committee meeting '07)

2-8 Other activities in relation to education

제목 (Title)	일시 (Date)	상세 활동내용(모임횟수 등) (Activity details)	자료번호 (Data no.)

【Guidelines】 Activity details shall be prepared and submitted as a separate attachment.

2-9 인턴십 지도(위탁교육프로그램 포함)

학 기	학생명	인턴기관	시수 인정 유무
학년도 학기			
학년도 학기			

2-10 연구지도(개별연구, 졸업과제 등)

학 기	학생명	과제명	시수 인정 유무
학년도 학기			
학년도 학기			

2-11 단기연수 지도

학 기	학생명	연수기관	시수 인정 유무
학년도 학기			
학년도 학기			

2-12 학생취업연계

학 기	취업 학생명	취업 기관	자료번호
학년도 학기			
학년도 학기			

주1) 건강보험료에 가입되어 취업률 통계에 산입되는 학생에 한함

주2) 취업기관에서 발급한 취업연계확인서 및 재직증명서 등

취업연계 확인서			
취업학생	취업기관		
취업연계활동 실적	50자 이내로 간략하게 기술		
확인란	학부장 (서명)	취업자 (서명)	신청자 (서명)

2-13. 진로 및 취업지도

학 기	구분	참여프로그램	참여횟수(건,명)	자료번호
학년도 학기				
학년도 학기				

주) 구분 : 1. 대학본부 취업 프로그램 참여 2. 진로 및 취업지도 3. 진로 및 취업관련 책자개발 4. 취업동아리 지도

【교수업적평가 지침】

1. 모의면접프로그램 등 대학본부 취업 프로그램에 참여한 실적에 한하여 인정한다.
2. 진로 및 취업지도는 지도보고서를 전산상에 등록하여야 하며, 4학년 대상으로 한명 당 5회 이상 상담한 경우에 한하여 학생당 3점을 부여한다. 학기당 최대 30점까지만 인정한다.
3. 진로 및 취업관련 책자개발 참여는 단독 경우 10점이며, 복수 경우 5점을 부여한다.
4. 취업동아리 지도의 경우 연간 5회이상 지도 시 5점이며, 10회 이상 지도 시 10점을 부여한다.(연간 최대 10점)

2. Area of Education

2-1 Participation in chapels

학 기 (Semester)	16주 중 참여횟수 (Attendance during 16 weeks)
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times

* If you have difficulty participating in “Chapel”, please tell us the reason.

2-2 Participation in Community leadership

학 기 (Semester)	16주 중 참여횟수 (Attendance during 16 weeks)
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times

* If you have difficulty participating in “Community leadership training”, please tell us the reason.

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2-3 Lecture Coordinator

학 기 (Semester)	구분 ^{주1)} (Division)	교과목명 (Name of course)	참여교수 수 (Number of participating professor)
Year Semester			
Year Semester			
Year Semester			
Year Semester			

Note)1. Team Lecture Coordinator 2. Professors in charge of a division of class

2-4 Development of lecture materials

학 기 (Semester)	교과목명 (Name of course)	참가교원 (Participating faculty)	개발내용 (Content of development)	자료번호 (Data no.)
Year Semester				
Year Semester				

【Instruction for professor evaluation】

1. In terms of lecture materials, only those that are deemed to have academic and educational value shall be recognized. Materials in Power Point format shall not be recognized.
2. If there is more than one author, the evaluation ratio specified in the Article 10 of Bylaws shall be applied. Virtual lecture materials (materials on the web) shall be recognized. (The 4th Faculty Evaluation Committee meeting '05)
3. When a class does not have a text book or a professor only uses the text book for reference and has created lecture materials instead, the lecture materials developed by the professor shall be recognized as the development of lecture materials. (The 5th Faculty Evaluation Committee meeting '06)
4. The material that covers the content of lectures for a semester shall be recognized. (The 8th Faculty Evaluation Committee meeting '06)
5. Teaching material development report of New University for Regional Innovation (NURI) shall be recognized as lecture material development. (The 5th Faculty Evaluation Committee meeting '08)

2-5 Open lecture

학 기 (Semester)	강의공개 과목명 (Name of course)	참가 교원수 (Number of participating faculties)	공개내용 (Content)	자료번호 (Data no.)
Year Semester				
Year Semester				

2-6 학생상담실적

학 기	상담실적	자료번호
학년도 학기		
학년도 학기		

【교수업적평가 지침】

1. 전산상에 입력된 자료만 인정 됨

2-7 Prizes in relation to education

제목 (Title)	구분 ^{주)} (Division)	일시 (Date)	수상기관 (Organization)	자료번호 (Data no.)

【Guidelines】

Note) Category 1: School and regional level-10 points, 2. national level-20 points, 3. international level- 30points are recognized.

【Instruction for professor evaluation】

1. A school or regional level shall be recognized as 10 points, a national level 20 points, and an international level 30 points. (The 4th Faculty Evaluation Committee meeting '05)
2. Prizes given to professors who earned high scores in lecture evaluation and community leadership training at the end of a semester shall not be counted as professor evaluation points as they are given to encourage, not to give an award. (The 6th Faculty Evaluation Committee meeting '07)
3. Only those that have prize money or a certificate of awards shall be recognized. (The 6th Faculty Evaluation Committee meeting '07)

2-8 Other activities in relation to education

제목 (Title)	일시 (Date)	상세 활동내용(모임횟수 등) (Activity details)	자료번호 (Data no.)

【Guidelines】 Activity details shall be prepared and submitted as a separate attachment.

2-9 인턴십 지도(위탁교육프로그램 포함)

학 기	학생명	인턴기관	시수 인정 유무
학년도 학기			
학년도 학기			

2-10 연구지도(개별연구, 졸업과제 등)

학 기	학생명	과제명	시수 인정 유무
학년도 학기			
학년도 학기			

2-11 단기연수 지도

학 기	학생명	연수기관	시수 인정 유무
학년도 학기			
학년도 학기			

2-12 학생취업연계

학 기	취업 학생명	취업 기관	자료번호
학년도 학기			
학년도 학기			

주1) 건강보험료에 가입되어 취업률 통계에 산입되는 학생에 한함

주2) 취업기관에서 발급한 취업연계확인서 및 재직증명서 등

취업연계 확인서			
취업학생	취업기관		
취업연계활동 실적	50자 이내로 간략하게 기술		
확인란	학부장 (서명)	취업자 (서명)	신청자 (서명)

2-13. 진로 및 취업지도

학 기	구분	참여프로그램	참여횟수(건,명)	자료번호
학년도 학기				
학년도 학기				

주) 구분 : 1. 대학본부 취업 프로그램 참여 2. 진로 및 취업지도 3. 진로 및 취업관련 책자개발 4. 취업동아리 지도

【교수업적평가 지침】

1. 모의면접프로그램 등 대학본부 취업 프로그램에 참여한 실적에 한하여 인정한다.
2. 진로 및 취업지도는 지도보고서를 전산상에 등록하여야 하며, 4학년 대상으로 한명 당 5회 이상 상담한 경우에 한하여 학생당 3점을 부여한다. 학기당 최대 30점까지만 인정한다.
3. 진로 및 취업관련 책자개발 참여는 단독 경우 10점이며, 복수 경우 5점을 부여한다.
4. 취업동아리 지도의 경우 연간 5회이상 지도 시 5점이며, 10회 이상 지도 시 10점을 부여한다.(연간 최대 10점)

2. Area of Education

2-1 Participation in chapels

학 기 (Semester)	16주 중 참여횟수 (Attendance during 16 weeks)
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times

* If you have difficulty participating in “Chapel”, please tell us the reason.

2-2 Participation in Community leadership

학 기 (Semester)	16주 중 참여횟수 (Attendance during 16 weeks)
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times

* If you have difficulty participating in “Community leadership training”, please tell us the reason.

2-3 Lecture Coordinator

학 기 (Semester)	구분 ^{주1)} (Division)	교과목명 (Name of course)	참여교수 수 (Number of participating professor)
Year Semester			
Year Semester			
Year Semester			
Year Semester			

Note)1. Team Lecture Coordinator 2. Professors in charge of a division of class

2-4 Development of lecture materials

학 기 (Semester)	교과목명 (Name of course)	참가교원 (Participating faculty)	개발내용 (Content of development)	자료 번호 (Data no.)
Year Semester				
Year Semester				

【Instruction for professor evaluation】

1. In terms of lecture materials, only those that are deemed to have academic and educational value shall be recognized. Materials in Power Point format shall not be recognized.
2. If there is more than one author, the evaluation ratio specified in the Article 10 of Bylaws shall be applied. Virtual lecture materials (materials on the web) shall be recognized. (The 4th Faculty Evaluation Committee meeting '05)
3. When a class does not have a text book or a professor only uses the text book for reference and has created lecture materials instead, the lecture materials developed by the professor shall be recognized as the development of lecture materials. (The 5th Faculty Evaluation Committee meeting '06)
4. The material that covers the content of lectures for a semester shall be recognized. (The 8th Faculty Evaluation Committee meeting '06)
5. Teaching material development report of New University for Regional Innovation (NURI) shall be recognized as lecture material development. (The 5th Faculty Evaluation Committee meeting '08)

2-5 Open lecture

학 기 (Semester)	강의공개 과목명 (Name of course)	참가 교원수 (Number of participating faculties)	공개내용 (Content)	자료번호 (Data no.)
Year Semester				
Year Semester				

2-6 학생상담실적

학 기	상담실적	자료번호
학년도 학기		
학년도 학기		

【교수업적평가 지침】

1. 전산상에 입력된 자료만 인정 됨

2-7 Prizes in relation to education

제목 (Title)	구분 ^주 (Division)	일시 (Date)	수상기관 (Organization)	자료번호 (Data no.)

【Guidelines】

Note) Category 1: School and regional level-10 points, 2. national level-20 points, 3. international level- 30points are recognized.

【Instruction for professor evaluation】

1. A school or regional level shall be recognized as 10 points, a national level 20 points, and an international level 30 points. (The 4th Faculty Evaluation Committee meeting '05)
2. Prizes given to professors who earned high scores in lecture evaluation and community leadership training at the end of a semester shall not be counted as professor evaluation points as they are given to encourage, not to give an award. (The 6th Faculty Evaluation Committee meeting '07)
3. Only those that have prize money or a certificate of awards shall be recognized. (The 6th Faculty Evaluation Committee meeting '07)

2-8 Other activities in relation to education

제목 (Title)	일시 (Date)	상세 활동내용(모임횟수 등) (Activity details)	자료번호 (Data no.)

【Guidelines】 Activity details shall be prepared and submitted as a separate attachment.

2-9 인턴십 지도(위탁교육프로그램 포함)

학 기	학생명	인턴기관	시수 인정 유무
학년도 학기			
학년도 학기			

2-10 연구지도(개별연구, 졸업과제 등)

학 기	학생명	과제명	시수 인정 유무
학년도 학기			
학년도 학기			

2-11 단기연수 지도

학 기	학생명	연수기관	시수 인정 유무
학년도 학기			
학년도 학기			

2-12 학생취업연계

학 기	취업 학생명	취업 기관	자료번호
학년도 학기			
학년도 학기			

주1) 건강보험료에 가입되어 취업률 통계에 산입되는 학생에 한함

주2) 취업기관에서 발급한 취업연계확인서 및 재직증명서 등

취업연계 확인서			
취업학생	취업기관		
취업연계활동 실적	50자 이내로 간략하게 기술		
확인란	학부장 (서명)	취업자 (서명)	신청자 (서명)

2-13. 진로 및 취업지도

학 기	구분	참여프로그램	참여횟수(건,명)	자료번호
학년도 학기				
학년도 학기				

주) 구분 : 1. 대학본부 취업 프로그램 참여 2. 진로 및 취업지도 3. 진로 및 취업관련 책자개발 4. 취업동아리 지도

【교수업적평가 지침】

1. 모의면접프로그램 등 대학본부 취업 프로그램에 참여한 실적에 한하여 인정한다.
2. 진로 및 취업지도는 지도보고서를 전산상에 등록하여야 하며, 4학년 대상으로 한명 당 5회 이상 상담한 경우에 한하여 학생당 3점을 부여한다. 학기당 최대 30점까지만 인정한다.
3. 진로 및 취업관련 책자개발 참여는 단독 경우 10점이며, 복수 경우 5점을 부여한다.
4. 취업동아리 지도의 경우 연간 5회이상 지도 시 5점이며, 10회 이상 지도 시 10점을 부여한다.(연간 최대 10점)

2-14 Guidance on Business start-up

학기 (Semester)	창업지도팀 수 (Number of teams for business start-up)	창업지도 내용 (Details of giving guidance on business start-up)

2-15 Student Business start-up

기업명 (Company Name)	구분 ^{주)} (Division)	창업일 (Establishment date)	종업원 수 (Number of employees)	사업자등록번호 (Business registration number)	연매출액 (Annual sales (1 million won))	자료 번호 (Data no.)

【Guidelines】

Note) Classification 1: For-profit business 2: Nonprofit business

3. Area of Service

3-1 Committee activities

위원회 명 (Committee name)	기간 (Period)	년간 참석 횟수 또는 참여시간 (Number of times of participation in a year)

【Instruction for professor evaluation】

1. Volunteering as management members in centers or laboratories in HGU shall be recognized. (The 7th Faculty Evaluation Committee meeting '06)
2. Voluntary gatherings such as Association of Professors shall not be recognized as committee activities or in-school services, etc. (The 4th Faculty Evaluation Committee meeting '05)

3-2 Task Force Team

팀명 (Team name)	구분 ^{주)} (Division)	기간 (Period)	년간 참석 횟수 (Number of times of participation in a year)

【Guidelines】

Note)1: TF teams that prepared a proposal for the government's budgetary support to the university for several years

2: TF teams that prepared a proposal for the government's budgetary support to the undergraduate school for several years

3: TF teams that prepared a proposal related to the government's budgetary support for less than 1 year

4: TF team related to in-school policies

【Instruction for professor evaluation】

1. If a professor has not participated in any activities, he or she shall not be recognized as a member of Task Force Team. (The 5th Faculty Evaluation Committee meeting '05)

3-3 성경공부 및 제자훈련

제목	구분 ^{주)}	기간	참여횟수	자료 번호

【작성지침】

주) 1 : 학기중 모임 2 : 방학중 모임 3 : 3박 4일 이상의 신앙훈련 프로그램

3-4 Club guidance

동아리명 (Name of club)	기간 (Period)	동아리모임 참석 횟수 (Number of participation in club meetings)

【Instruction for professor evaluation】

1. Mini club (informal) guidance is recognized.(The 5th Faculty Evaluation Committee meeting '05)

2. 취업관련 동아리지도는 교육분야의 진로 및 취업지도에 가입한다.

3-5 In-school service, etc.

제목 (Title)	기간 (Period)	기관 (Institute)	자료 번호 (Data no.)

【Guidelines】

1. Specific details shall be submitted as a separate attachment.

【Instruction for professor evaluation】

1. Voluntary gatherings such as Association of Professors shall not be recognized as committee activities or in-school services, etc.(The 4th Faculty Evaluation Committee meeting '05)

3-6 Local and social service

제목 (Title)	기간 (Period)	기관 (Institute)	자료 번호 (Data no.)

【Guidelines】

1. Specific details shall be submitted as a separate attachment.

3-7 Special lectures

제목 / 특강내용 (Title/ Special lecture content)	일자 (Date)	기관 (Institute)	자료 번호 (Data no.)

3-8 Service for institutions (Public institutions, etc.), committee members for drafting questions or evaluation members

직책 / 역할 (Position / Role)	내용 (Content)	기간 (Period)	기관 (Institute)	자료 번호 (Data no.)

3-9 Out-of-school service, etc.

제목 (Title)	기간 (Period)	기관 (Institute)	자료 번호 (Data no.)

【Guidelines】

1. Specific details shall be submitted as a separate attachment.

3-10 회사 및 기관과의 협력협약 신규체결 및 관리

기관명	구분 ^{주1)}	기간	교류실적 ^{주2)}	담당 지정교수 유무	자료 번호

【작성지침】

1. 1 : 신규체결 2: 유지관리
2. 상세한 내용은 별첨으로 작성하여 제출하여야 함(교류실적 예시)협력기관 대상 산업체 직원대상 특강 실시, 공동기자재(실습실) 활용 실적, 산업체 재작자 교육, 겸임교수 채용 실적, 산학연계공동 논문지도, 기업체 관계자 초청 기업가 정신 및 리더십 교육 실적, 산학협력 트랙운영 건수, 산업체 파견 활동실적(1개월이상 : 연구년 또는 방학기간) 등 기타 산업체 유지관리 실적

3-11 기술경영지도

기관명	기 간	건수	주요내용	자료 번호

【작성지침】

1. 상세한 내용은 별첨으로 작성하여 제출하여야 함

3-12 산업체 파견활동

기관명	기 간	활동내용	자료 번호

【작성지침】

1. 상세한 내용은 별첨으로 작성하여 제출하여야 함

3-13 기타 산학협력 봉사활동

기관명	기 간	활동내용	자료 번호

【작성지침】

1. 상세한 내용은 별첨으로 작성하여 제출하여야 함(예시 창업강좌 개설, 기업 사외이사, 산업체 견학 실적(지도교수), 기타 산업체 및 기관 대상으로 실시된 산학협력 활동실적)

4. Area of student humanity education · spirituality education and professors' community activities

Purpose: The area of student humanity education · spirituality education and professors' community activities seeks to help professors of Handong Global University assess their services, make plans, and establish an ideal image as professors of the university of God so that the educational philosophy and vision of Handong Global University may be realized.

Summary: The role of professors in realizing the educational philosophy and vision of Handong Global University as the university of God cannot be overly emphasized. Through the establishment of the area of student humanity education · spirituality education and professors' community activities, professors of Handong Global University can assess their services for the past one year including services in humanity and faith education for students and participation in the Handong community. Moreover, this is expected to help us — as members of the Handong community — pursue our ideal as professors of the university of God and establish our visions and service plans so that the missions given to us can be accomplished.

The following makes up the area of student humanity education · spirituality education and professors' community activities:

- (1) Student humanity education (2) Student spirituality education (3) Professor community

Handong Vision Statement:

Handong Global University will become an international university that educates 21st century leaders who will change the nation and the world based on the spirit of Christianity and produce new leaders who demonstrate excellent qualities and outstanding Christian humanity, especially the spirit of sacrifice, honesty, and service.

4-1 Student Humanity education area

As described in the Handong vision statement, the basics of humanity education include "produce new leaders who demonstrate excellent qualities along with outstanding Christian humanity, especially the spirit of sacrifice, honesty, and service." As part of humanity education, we have implemented the systems of teams, obligation of work, social service, and Student Residence Hall since the opening of our school. As professors in charge of teams, our university's professors are playing core roles of humanity education through the weekly "community leadership training," and individual interviews.

- (1) Please share the objectives you have set and the result you obtained in the "community leadership training" while participating in humanity education as a professor in charge of a team for one year.

- (2) Please share any memorable experience or difficulty while participating in various kinds of student humanity education including club guidance aside from official team activities.

(3) Please evaluate the overall operation and your role in this year's "community leadership training" and tell us what we should focus on next year. Refer to the "community leadership training" lecture evaluation sheet.

4-2 Student spirituality education area

Aiming at education for the whole person, our university provides faith education along with intellect and humanity education. As a means of providing faith education, our professors are recommended to lead bible studies voluntarily (F-GBS, Faculty Group Study) and discipleship training or participate in various faith education services in various forms in addition to attending chapels together with students. The services for evangelizing students and helping and encouraging them so that their faith would take root in their characters and lives shall be continued.

(1) Please share with us how you are participating in the faith education of students. If you have to prepare something for a more effective faith service, what would it be?

(2) Please share any grace or blessing you have experienced through evangelism, upbringing, consulting, etc,

(3) Please share any grace or blessing you have experienced through the chapels for one year. If there is anything necessary for the chapels to become more substantial and meaningful, please write it down.

4-3 Professors' community area

For our university to accomplish its mission as a university of God, we should mature as a community whose focus is on education and research based on faith. Forming a professors' community that is united in diversity centering on Jesus Christ through worship and fellowship is very important, requiring devotion and training. As a way of forming a professors' community, we gather in professor prayer meetings and professor study & training meetings at the beginning of each semester.

Professors prayer meetings

(1) Participation status of the professor prayer meeting

Semester		Number of participation during 16 weeks
school year	semester	times
school year	semester	times

* If you had any difficulty participating in professor prayer meetings, please state the reason(s).

(2) Please share any comment or blessing you have had during the professor prayer meetings and make any suggestion to improve them.

Professor retreat

The professor summer and winter retreat is a venue for fellowship among professors, where all the professors of the university gather together to confirm the identity of Handong that integrates education and faith, share lives, and discuss the overall missions of Handong.

(3) Participation status of the professor retreat

Semester		Participation during the retreat period (rate of participation time)
school year	semester	%
school year	semester	%

* If you had any difficulty participating in the professor retreat, please state the reason(s).

(4) Please share any comment or blessing you have had during the professor retreat and make any suggestion to improve it.

Professor community in general


(5) Please evaluate your overall service in terms of forming the professor community.

(6) As a professor of Handong Global University, please share your vision and calling.

(7) As a professor of Handong Global University, please propose concretely how we can help you through policy or programs aimed at accomplishing your vision and calling.

5. Integration of Education and Faith

As the university of God, Handong Global University should offer education and conduct research in the context of integration of education and faith based on biblical teachings. Please share with us how you could integrate your major field of study with faith in 2,500 letters or more. The shared content may be introduced to other organizations through HGU press.

A large, empty rectangular box with a thin black border, intended for the student to write their response to the prompt above.

(Attached Form 2) Professor's self-evaluation report - For faculty members for chaplain services

Professor's Self-evaluation Report

Name :

Belonging to :

Current job title:

Evaluation period :

Before God, I hereby certify that the Professor's Self-Evaluation Report for faculty appointment assessment is true and correct in every detail.

Name:

(Signature)

I hereby certify that I have thoroughly examined this Professor's Self-Evaluation Report.

Chairman of the undergraduate school/Dean of the graduate school:

(Signature)

【Guidelines】

Please fill in each area of the evaluation, and if there is a section requiring "Reference No.", submit the related data, with the same reference number marked on them.

1. Area of Chaplain service 1-1. Sermon(Regular)

학기 (Semester)	구분 ^{주)} (Division)	횟수 (Number of times)	세부내용 (Content)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					

[Guidelines]

Note) 1: Wednesday Chapel 2: Professors' worship service 3: Sunday morning worship 4: Sunday evening worship

1-2 Sermon(Intermittent)

학기 (Semester)	구분 ^{주)} (Division)	횟수 (Number of times)	세부내용 (Content)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					

[Guidelines]

Note) 1: In-school events(Entrance ceremony, graduation ceremony, parents prayer meeting, etc.) 2: Students community gathering(Community of faith) 3: Sermon for SDM/RC 4: Chapel for the school of Industrial Education

1-3 Worship

학기 (Semester)	구분 ^{주)} (Division)	횟수 (Number of times)	세부내용 (Content)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					

[Guidelines]

Note)1: First Hour Preaching(leading a worship 5 times per week and giving sermons for a week is deemed as 1 session)

Note)2: Staff worship 3: Leading/presiding over a worship service

1-4 Lecture

학기 (Semester)	구분 ^{주)} (Division)	횟수 (Number of times)	세부내용 (Content)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					
학년도(Year) 학기					

(Semester)					
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[Guidelines]

Note)1 : HCC 2: Purity pledge 3: Other lectures on faith

1-5 Community worship service

학기 (Semester)	공동체 수 (Number of communities)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)			
학년도(Year) 학기(Semester)			
학년도(Year) 학기(Semester)			

1-6 Bible study

학기 (Semester)	구분 ^{주)} (Division)	그룹 수 (Number of groups)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				

[Guidelines]

Note)1: Community leader upbringing training(SDM/RC) 2: Professors bible study
3 : HCC, HDC, HDS 4: Non-Christian evangelistic study class

1-7 Community worship service

학기 (Semester)	구분 ^{주)} (Division)	공동체 수 (Number of communities)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				

[Guidelines]

Note)1: Community (Caring for/ managing communities)

1-8 Program management

학기 (Semester)	구분 ^{주)} (Division)	그룹(학교)수 (Number of Groups(Schools))	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				

[Guidelines]

Note)1: Handong Discipleship School, 2: Handong Cornerstone Course 3: Handong Cornerstone Course
4: Other programs(Sprout Presbyterian school/Bible school/Worship school) 5 : Baptism/immersion education

1-9 Special events oversight

학기 (Semester)	구분 ^{주)} (Division)	횟수 (Number of times)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				

[Guidelines]

Note)1: Mission festival 2: Revival

1-10 Spiritual care

학기 (Semester)	구분 ^{주)} (Division)	횟수 (Number of times)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				

[Guidelines]

Note)1: Individual counseling 2: Counseling/visiting communities(SDM/RC)

[Instruction for professor evaluation]

1. Counseling longer than 45 minutes shall be counted as a session of counseling.

1-11 Outreach

학기 (Semester)	구분 ^{주)} (Division)	그룹(학교)수 (Number of Groups)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				

[Guidelines]

Note)1: Outreach

1-12 Administrative position

학기 (Semester)	구분 ^{주)} (Division)	주요활동 내용 (Activity)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				
학년도(Year) 학기(Semester)				

[Guidelines]

Note) 1: University chaplain 2: Administrative pastor

[Instruction for professor evaluation]

1. For administrative position, scores are given each semester when the position lasts more than 3 month per semester.

1-13 Others

학기 (Semester)	활동내용 ^{주)} (Activity)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)			
학년도(Year) 학기(Semester)			
학년도(Year) 학기(Semester)			

[Guidelines]

1. Note)Category - other ministry-related services such as prayer, meditation, separate study, etc.

[Instruction for professor evaluation]

1. Scores are given by University chaplain based on a faculty member's self-described materials per semester.

2. Area of Education

2-1 Participation in chapels

학 기 (Semester)	16주 중 참여횟수 (Attendance during 16 weeks)
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times

* If you have difficulty participating in "Chapel", please tell us the reason.

2-2 Participation in Community leadership

학 기 (Semester)	16주 중 참여횟수 (Attendance during 16 weeks)
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times
학년도(Year) 학기(Semester)	times

* If you have difficulty participating in “Community leadership training”, please tell us the reason.

2-3 Lecture Coordinator

학 기 (Semester)	구분 ^{주)} (Division)	교과목명 (Name of course)	참여교수 수 (Number of participating professors)
학년도(Year) 학기(Semester)			
학년도(Year) 학기(Semester)			
학년도(Year) 학기(Semester)			
학년도(Year) 학기(Semester)			

Note)1. Team Lecture Coordinator 2. Professors in charge of a division of class

2-4 Development of lecture materials

학 기 (Semester)	교과목명 (Name of course)	참가교원 (Participating faculty)	개발내용 (Content of development)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					

【Instruction for professor evaluation】

1. In terms of lecture materials, only those that are deemed to have academic and educational value shall be recognized. Materials in Power Point format shall not be recognized.
2. If there is more than one author, the evaluation ratio specified in the Article 10 of Bylaws shall be applied. Virtual lecture materials (materials on the web) shall be recognized. (The 4th Faculty Evaluation Committee

meeting '05)

3. When a class does not have a text book or a professor only uses the text book for reference and has created lecture materials instead, the lecture materials developed by the professor shall be recognized as the development of lecture materials. (The 5th Faculty Evaluation Committee meeting '06)

4. The material that covers the content of lectures for a semester shall be recognized. (The 8th Faculty Evaluation Committee meeting '06)

5. Teaching material development report of New University for Regional Innovation (NURI) shall be recognized as lecture material development. (The 5th Faculty Evaluation Committee meeting '08)

2-5 Open lecture

학 기 (Semester)	강의공개 과목명 (Name of course)	참가 교원수 (Number of participating faculties)	공개내용 (Content)	자가점수 (Self-rating)	자료번호 (Data no.)
학년도(Year) 학기(Semester)					
학년도(Year) 학기(Semester)					

2-6 Prizes in relation to education

제 목 (Title)	구분 ^{주)} (Division)	일시 (Date)	수상기관 (Organization)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

Note) Category 1: School and regional level-10 points, 2. national level-20 points, 3. international level- 30points are recognized.

【Instruction for professor evaluation】

1. A school or regional level shall be recognized as 10 points, a national level 20 points, and an international level 30 points. (The 4th Faculty Evaluation Committee meeting '05)

2. Prizes given to professors who earned high scores in lecture evaluation and community leadership training at the end of a semester shall not be counted as professor evaluation points as they are given to encourage, not to give an award. (The 6th Faculty Evaluation Committee meeting '07)

3. Only those that have prize money or a certificate of awards shall be recognized. (The 6th Faculty Evaluation Committee meeting '07)

2-7 Other activities in relation to education

제 목 (Title)	일시 (Date)	상세 활동내용(모임횟수 등) (Activity details)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】 Activity details shall be prepared and submitted as a separate attachment.

3. Area of Research

3-1 Thesis A

제 목 (Title)	구분 ^{주)} (Division)	발표일자 (Date published)	발표기관지 (Journal where thesis will be published)	저자 수 (Number of authors)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

1. Note) Category 1: SCI, SSCI, SCIE, AHCI 2: international scientific journals except those listed in 1 3: domestic scientific journals registered with the Korea Research Foundation

【Instruction for professor evaluation】

1. In terms of thesis, only those that have been made within the evaluation period shall be recognized based on the date of its publication in an academic journal.

3-2 Thesis B

제 목 (Title)	구분 ^{주)} (Division)	발표일자 (Date published)	발표기관지 (Journal where thesis will be published)	저자 수 (Number of authors)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

Note) 1: Candidates for registration to the Korea Research Foundation 2: PhD thesis 3: Domestic academic journals not registered to the Korea Research Foundation

【Instruction for professor evaluation】

1. Domestic academic journals not registered to the Korea Research Foundation: Only those that have been published in a periodical thesis collection edited by a nationwide editorial committee shall be recognized. (The 8th Faculty Evaluation Committee meeting '06)

3-3 저서(book)

제 목 (Title)	구분 ^{주)} (Division)	출판일자 (date issued)	출판사 (Publisher)	저자 수 (Number of authors)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

- Note) Category 1: International academic book 2: Domestic academic book 3: Compilation/Translation
4: Revised version of a book
- Only those that have been written within the evaluation period based on the date of publication shall be recognized.

【Instruction for professor evaluation】

- Only those marked with ISBN or the name of publisher shall be recognized. (The 5th Faculty Evaluation Committee meeting '06)
- Books in an essay form written by several authors shall be recognized as one of the other activities of research. (The 9th Faculty Evaluation Committee meeting '08)

3-4 Proceedings

제 목 (Title)	구분 ^{주)} (Division)	발행일자 (Date of publication)	주관학회 (Society in charge)	저자수 (Number of authors)	자가점수 (Self-rating)	자료 번호 (Data no.)

【Guidelines】

- Note) Category 1: International academic conference with evaluation committee members 2: International academic conference without evaluation committee members 3: Domestic academic conference 4: Local academic conference
- In terms of proceedings, only those of which full texts are published shall be recognized.

【Instruction for professor evaluation】

Achievements made in symposiums or workshops shall not be recognized as proceedings but as special

lectures. (The 6th Faculty Evaluation Committee meeting '07)

3-5 Academic Conference

제 목 (Title)	구분 (Division)	대회일자 (date of convention)	학술대회명 (name of scientific convention)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

Note) Category 1: Organizers, chief editors 2: Senior persons present 3: presentations, discussions, abstracts

【Instruction for professor evaluation】

1. Local academic conferences (organizers, chief editors, senior persons, presentations, discussions, abstracts) shall not be recognized as an academic conference for research activities but as items such as other research activities or academic conference awards that are recognized as 5 points. (The 4th Faculty Evaluation Committee meeting '05)
2. There shall be a society that holds the academic conference, and symposiums or seminars shall not be recognized as an academic conference. (The 5th Faculty Evaluation Committee meeting '06)

3-6 Evaluation activity

제 목 (Title)	구분 ^{주)} (Division)	심사일자 (Date of examination)	심사기관 (Institute conducting the examination)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

Note) Category 1: Thesis evaluation 2: National project evaluation

【Instruction for professor evaluation】

1. Thesis evaluation : The thesis evaluation shall be recognized. (The 4th Faculty Evaluation Committee meeting '05)

3-7 Academic Research Awards

제 목 (Title)	구분 ^{주)} (Division)	일자 (Date)	기관 (Organization)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

Note) Category 1: 1. A school or regional level shall be recognized as 10 points, a national level 20 points, and an international level 30 points.

【Instruction for professor evaluation】

1. A school or regional level shall be recognized as 10 points, a national level 20 points, and an international level 30 points. (The 4th Faculty Evaluation Committee meeting '05)

2. In terms of awards, only those that have prize money or a certificate of awards shall be recognized. (The 6th Faculty Evaluation Committee meeting '07)

3-8 Other activities in relation to academic research

제 목 (Title)	일자 (Date)	상세 활동내용 기술 ^{주)} (Activity details)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

Note)Others (Specific details shall be submitted as a separate attachment)

3-5 Patent (Patent, Utility model, Program registration)

제 목 (Title)	구분 ^{주)} (Division)	등록국가 (Country of registration)	발행일자 (Date issued)	등록번호 (Registration no.)	저자 수 (Number of authors)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

1. Note)Category 1: International patent 2: Domestic patent3: Utility model 4: Program registration

[Instruction for professor evaluation]

1. Only those that have been given a registration number and registered within the evaluation period shall be recognized.
2. Only those that have been registered in the name of Industry-Academic Cooperation Foundation or Handong Global University Foundation shall be recognized.

3-6 Project Research Report

제 목 (Title)	구분 ^{주1)} (Division)	발행일자 (Date issued)	계약기관 (Contracted institute)	과제책임자 여부 (Whether or not a task manager was appointed) (O, X)	저자 수 ^{주2)} (Number of authors) (과제책임자포함) (Including the task manager)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

1. Note1) Category 1: National institute
 - 2: Private company
 - 3: School
2. Note2) The number of authors shall include the task manager.
3. In terms of project research paper, only those that have been written within the evaluation period shall be recognized based on the date of publication.

3-7 Receipt of project orders

제 목 (Title)	연구수혜액 (Amount of research fund received)	기간 (Period)	계약기관 (Contracted institute)	과제책임자 여부 (Whether or not a task manager was appointed) (O, X)	연구원수 ^{주)} (Number of researchers) (과제책임자포함) (Including the task manager)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

1. Note) The number of researchers shall include the task manager.
2. In terms of the amount of research fund received, only those of which the last day of use has occurred within the evaluation period shall be recognized.

【Instruction for professor evaluation】

1. When calculating research fund for individual researchers, research assistants are excluded. For other items, however, research assistants shall be counted as authors or participants. (The 3rd Faculty Evaluation Committee meeting '05)

2. In terms of research fund, only those that have been provided from external organizations through a research support team and operated under its central management shall be recognized. (The 5th Faculty Evaluation Committee meeting '06)

3. When substituting this evaluation item for Thesis A or Industry-Academic research item, only those that have been received from agencies equivalent to national institutes and industries shall be recognized. In terms of score calculation, 1 point shall be given to a million won and up to 70 points shall be recognized.

4. Area of Service

4-1 Committee activities

위원회명 (Committee name)	기간 (Period)	년간 참석 횟수 또는 참여시간 (Number of times of participation in a year)	자가점수 (Self-rating)	자료번호 (Data no.)

【Instruction for professor evaluation】

1. Volunteering as management members in centers or laboratories in HGU shall be recognized. (The 7th Faculty Evaluation Committee meeting '06)

2. Voluntary gatherings such as Association of Professors shall not be recognized as committee activities or in-school services, etc. (The 4th Faculty Evaluation Committee meeting '05)

4-2 Task Force Team

위원회명 (Committee name)	구분 (Division)	기간 (Period)	년간 참석 횟수 또는 참여시간 (Number of times of participation in a year)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

Note)1: TF teams that prepared a proposal for the government's budgetary support to the university for several years

2: TF teams that prepared a proposal for the government's budgetary support to the undergraduate school for several years

3: TF teams that prepared a proposal related to the government's budgetary support for less than 1 year

4: TF team related to in-school policies

【Instruction for professor evaluation】

1. If a professor has not participated in any activities, he or she shall not be recognized as a member of Task Force Team. (The 5th Faculty Evaluation Committee meeting '05)

4-3 Club guidance

동아리명 (Name of club)	기간 (Period)	동아리모임 참석 횟수 (Number of participation in club meetings)	자가점수 (Self-rating)	자료번호 (Data no.)

【Instruction for professor evaluation】

1. Mini club (informal) guidance is recognized.(The 5th Faculty Evaluation Committee meeting '05)

4-4 In-school service, etc.

제목 (Title)	기간 (Period)	기관 (Organization)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

1. Specific details shall be submitted as a separate attachment.

【Instruction for professor evaluation】

1. Voluntary gatherings such as Association of Professors shall not be recognized as committee activities or in-school services, etc.(The 4th Faculty Evaluation Committee meeting '05)

4-5 Local and social service(Cases of service shall be described in a separate attachment)

제목 (Title)	기간 (Period)	기관 (Institute)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

1. Specific details shall be submitted as a separate attachment.

4-6 Special lectures

제목 (Title)	기간 (Period)	기관 (Institute)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

1. Special lectures excluding those for churches and religious groups (these are included in others in area of chaplain service) shall be described

4-7 Service for institutions (Public institutions, etc.), committee members for drafting questions or evaluation members

직책 / 역할 (Position / Role)	내용 (Content)	기간 (Period)	기관 (Organization)	자가점수 (Self-rating)	자료번호 (Data no.)

4-8 Out-of-school service, etc.

제목 (Title)	기간 (Period)	기관 (Organization)	자가점수 (Self-rating)	자료번호 (Data no.)

【Guidelines】

1. Specific details shall be submitted as a separate attachment.

5. Area of student humanity education · spirituality education and professors' community activities

Purpose: The area of student humanity education · spirituality education and professors' community activities seeks to help professors of Handong Global University assess their services, make plans, and establish an ideal image as professors of the university of God so that the educational philosophy and vision of Handong Global University may be realized.

Summary: The role of professors in realizing the educational philosophy and vision of Handong Global University as the university of God cannot be overly emphasized. Through the establishment of the area of student humanity education · spirituality education and professors' community activities, professors of Handong Global University can assess their services for the past one year including services in humanity and faith education for students and participation in the Handong community. Moreover, this is expected to help us – as members of the Handong community – pursue our ideal as professors of the university of God and establish our visions and service plans so that the missions given to us can be accomplished.

The following makes up the area of student humanity education · spirituality education and professors' community activities:

- (1) Student humanity education (2) Student spirituality education (3) Professor community

Handong Vision Statement:

Handong Global University will become an international university that educates 21st century leaders who will change the nation and the world based on the spirit of Christianity and produce new leaders who demonstrate excellent qualities and outstanding Christian humanity, especially the spirit of sacrifice, honesty, and service.

5-1 Student Humanity education area

As described in the Handong vision statement, the basics of humanity education include "produce new leaders who demonstrate excellent qualities along with outstanding Christian humanity, especially the spirit of sacrifice, honesty, and service." As part of humanity education, we have implemented the systems of teams, obligation of work, social service, and Student Residence Hall since the opening of our school. As professors in charge of teams, our university's professors are playing core roles of humanity education through the weekly "community leadership training," and individual interviews.

- (1) Please share the objectives you have set and the result you obtained in the "community leadership training" while participating in humanity education as a professor in charge of a team for one year.

- (2) Please share any memorable experience or difficulty while participating in various kinds of student humanity education including club guidance aside from official team activities.

(3) Please evaluate the overall operation and your role in this year's "community leadership training" and tell us what we should focus on next year. Refer to the "community leadership training" lecture evaluation sheet.

5-2 Student spirituality education area

Aiming at education for the whole person, our university provides faith education along with intellect and humanity education. As a means of providing faith education, our professors are recommended to lead bible studies voluntarily (F-GBS, Faculty Group Study) and student training or participate in various faith education services in various forms in addition to attending chapels together with students. The services for evangelizing students and helping and encouraging them so that their faith would take root in their characters and lives shall be continued.

(1) Please share with us how you are participating in the faith education of students. If you have to prepare something for a more effective faith service, what would it be?

(2) Please share any grace or blessing you have experienced through evangelism, upbringing, consulting, etc,

(3) Please share any grace or blessing you have experienced through the chapels for one year. If there is anything necessary for the chapels to become more substantial and meaningful, please write it down.

5-3 Professors' community area

For our university to accomplish its mission as a university of God, we should mature as a community whose focus is on education and research based on faith. Forming a professors' community that is united in diversity centering on Jesus Christ through worship and fellowship is very important, requiring devotion and training. As a way of forming a professors' community, we gather in professor prayer meetings and professor study & training meetings at the beginning of each semester.

Professors prayer meetings

(1) Participation status of the professor prayer meeting

Semester		Number of participation during 16 weeks
school year	semester	times
school year	semester	times

* If you had any difficulty participating in professor prayer meetings, please state the reason(s).

(2) Please share any comment or blessing you have had during the professor prayer meetings and make any suggestion to improve them.

Professor retreat

The professor summer and winter retreat is a venue for fellowship among professors, where all the professors of the university gather together to confirm the identity of Handong that integrates education and faith, share lives, and discuss the overall missions of Handong.

(3) Participation status of the professor retreat

Semester		Participation during the retreat period (rate of participation time)
school year	semester	%
school year	semester	%

* If you had any difficulty participating in the professor retreat, please state the reason(s).

(4) Please share any comment or blessing you have had during the professor retreat and make any suggestion to improve it.

Professor community in general

(5) Please evaluate your overall service in terms of forming the professor community.

(6) As a professor of Handong Global University, please share your vision and calling.

(7) As a professor of Handong Global University, please propose concretely how we can help you through policy or programs aimed at accomplishing your vision and calling.

6. Integration of Education and Faith

As the university of God, Handong Global University should offer education and conduct research in the context of integration of education and faith based on biblical teachings. Please share with us how you could integrate your major field of study with faith in 2,500 letters or more. The shared content may be introduced to other organizations through HGU press.