

University of Bangkok, Thailand

To: Mr. Kwanta, Communications Arts Department, Lecturer
From: Mrs. Vandalovsky, Lecturer Development Program, Head
CC: Dr. Chayo, Chairperson of Communications Arts Department
Date: August 12, 2017
Subject: Financial Support Eligibility under Lecturer Development Program

Please be advised that under the recently implemented university-wide lecturer development program, you are encouraged to pursue advanced professional training. The training should include several courses or/and seminars with the focus on enhancing your professional expertise in the field as well as strengthening your teaching skills. Please note that you may be entitled to receive financial support to cover the cost of training according to the following eligibility criteria:

- You hold Master's Degree
- You worked at the University of Bangkok at least one year
- You received positive teaching evaluation

While meeting the criteria of your degree level and the length of employment is currently being evaluated and confirmed by the Human Resources department, the present memorandum further explains your eligibility under positive teaching evaluation criterion. A lecturer is considered to have earned a positive teaching evaluation when his/her class mean rating exceeds group mean rating (comprised of all classes in the department) on at least seven out of ten categories.

Congratulations! Based the results of the Teaching Effectiveness Questionnaire (See Attachment) submitted by your students at the end of the term, your class mean ratings were higher than the group mean ratings in seven categories out of ten (See Figure 1).

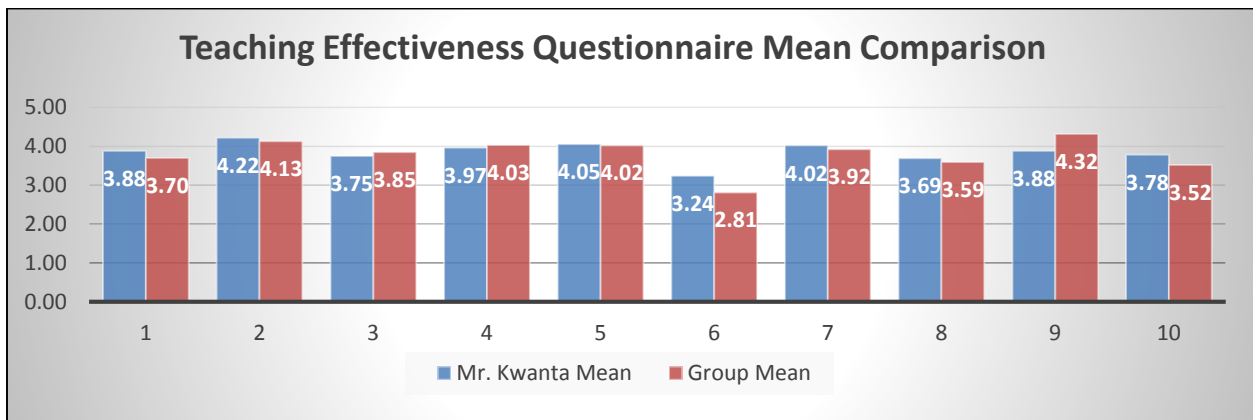


Figure 1

Teaching Effectiveness Questionnaire Mean Comparison between Mr. Kwanta's class and all classes in the department.

Earning positive teaching evaluation qualifies your candidacy for the automatic approval for a stipend under the lectureship development program. You will be able to receive financial support from the University of Bangkok to cover the cost of the professional development training.

I hope that you will strongly consider this valuable opportunity for your professional advancement. Please feel free to reach out with further questions on this lectureship development program and to discuss specific courses/seminars available in your subject area.

Attachment: Teaching-Effectiveness-Quesssionaire.docx