

國立中興大學醫學院教師評鑑辦法
National Chung Hsing University College of Medicine Faculty
Evaluation Guidelines

112年2月16日院務會議通過(112年3月25日簽奉校長核可)

Approved by the College Affairs Meeting on February 16, 2023 (Signed and ratified by the President on
March 25, 2023).

第一條 國立中興大學醫學學院（以下簡稱本院）為提升教師教學、研究與服務之績效，特依本校教師評鑑準則訂定本院教師評鑑辦法（以下簡稱本辦法）。

Article 1 The College of Medicine of National Chung Hsing University (hereinafter referred to as "the College") has established these Faculty Evaluation Guidelines (hereinafter referred to as "the Guidelines") in accordance with the university's faculty evaluation standards to enhance faculty performance in teaching, research, and service.

第二條 凡本院之各級專任教師均應依照本辦法接受評鑑。但有下列情形之一者，得免接受評鑑：

- 一、 年滿六十歲者。
- 二、 曾獲選為國家學術研究院院士者。
- 三、 曾獲頒教育部學術獎、教育部特優教師獎，或更高之國內外榮譽，經校教師評審委員會認定者。
- 四、 曾擔任國內外著名學術講座之教授者。
- 五、 曾獲頒國家科學及技術委員會傑出研究獎勵者。
- 六、 依本校特聘教授設置辦法規定獲終身特聘教授榮銜者。
- 七、 本校講座教授、特聘教授自獲頒年起算五年內者。
- 八、 曾獲國家科學及技術委員會甲種研究獎或國家科學及技術委員會專題研究計畫(含產學合作計畫)研究主持人費合計十次以上者。又計畫執行期限須達一年以上始予採計，且一年至多採計一次。

Article 2 All full-time faculty members of the College shall undergo evaluation according to these Guidelines. However, the following individuals may be exempt from evaluation:

1. Those who are 60 years of age or older.
2. Those who have been elected as academicians of the National Academy of Sciences.
3. Those who have been awarded the Ministry of Education's Academic Award, Ministry of Education's Outstanding Teacher Award, or higher honors from domestic or foreign institutions, as recognized by the university's faculty evaluation committee.
4. Those who have held prestigious academic chairs at domestic or international institutions.
5. Those who have received the National Science and Technology Council's Outstanding Research Award.
6. Those who have been granted the title of Distinguished Professor under the university's Distinguished Professorship Guidelines.
7. Those who have been awarded the title of Chair Professor or Distinguished Professor within five years of appointment.
8. Those who have received more than ten National Science and Technology Council Major Research Awards or served as the principal investigator of National Science and Technology Council research projects (including industry-academia cooperation projects), with project execution periods of one year or more, and who are eligible for up to one count per year.

第三條 本院教師評鑑工作由院教師評鑑小組負責。院教師評鑑小組成員五至七人，其組成方式及委員任期如下：

- 一、 院長為當然委員兼召集人。
- 二、 院長應聘請校內外傑出學者專家擔任評鑑小組委員，校外委員至少應有二分之一以上，任期一年。

Article 3 The faculty evaluation work of the College shall be handled by the College Faculty Evaluation Committee. The Committee shall consist of 5 to 7 members, with the following composition and terms:

- 1.The Dean shall be the ex-officio member and the convener.
- 2.The Dean shall invite distinguished scholars and experts, both internal and external to the university, to serve as committee members. At least half of the members shall be external to the university. The term of service is one year.

第四條 本院應於每年三月底前通知各受評系、所、學位學程提出應受評教師名單，各受評系、所、學位學程並於四月底前備妥受評教師資料，送院辦理。院應於五月底以前完成所有評鑑工作。其他相關規定如下：

- 一、教師評鑑會議應有全體委員三分之二(含)以上出席始得開會。
 - 二、委員若為受評者，應迴避與自身評鑑有關之評分及議決。
 - 三、委員須親自出席，不得委由他人代理。
 - 四、評鑑小組完成評鑑作業後，應將評鑑結果送交各系所轉知受評鑑教師。
 - 五、評鑑小組得邀請受評鑑教師到場說明或報告。
- 當年度受評教師未達十人或其他特殊狀況，得依行政程序報請校長延後一年度辦理評鑑。

Article 4 The College shall notify each department, institute, or degree program to submit a list of faculty members to be evaluated by the end of March each year. The departments, institutes, or degree programs shall submit the necessary materials by the end of April. The evaluation shall be completed by the end of May. Other related regulations are as follows:

1. The evaluation meeting shall only be held if at least two-thirds of the members are present.
2. Members who are being evaluated must recuse themselves from scoring and decision-making related to their own evaluation.

3. Members must attend in person and cannot delegate their attendance.
4. After completing the evaluation, the committee shall forward the results to the respective departments for notification to the evaluated faculty members.
5. The committee may invite the evaluated faculty members to present or report in person. If the number of evaluated faculty members is less than ten or other special circumstances arise, the evaluation may be postponed for one year with the President's approval through administrative procedures.

第五條 教師評鑑項目分教學、研究與服務。單一項目之及格分數須達受評教師自選配分之百分之七十。各項目總和滿分為一百分。以過半數委員所評分數達七十分者，為通過評鑑。針對各分項之詳細評鑑項目，訂定本院教師評鑑評分表如下。

教師須由下列三種配分比例當中選定一種接受評鑑。

甲：教學佔五十分、研究佔三十分、服務佔二十分。

乙：教學佔三十分、研究佔五十分、服務佔二十分。

丙：教學佔三十分、研究佔三十分、服務佔四十分。

本院受評鑑教師於評鑑區間內如有下列各項情事，經評鑑小組審議後，增減其評鑑分項評分或評鑑總分：

一、曾參與全英語教學者應於教學績效項目加分。

二、曾執行大學社會責任實踐計畫（University Social Responsibility）者，應於服務績效項目下予以加分。

三、研究生學位論文與專業領域有不符之事實並經所屬系（所、學位學程）、學院調查屬實者，應於教學績效項目下予以減分。

Article 5 The evaluation includes teaching, research, and service. The passing score for each individual item must reach 70% of the faculty member's self-selected weight distribution. The total score for all items is 100 points. If the majority of committee members rate the score at 70 or higher, the evaluation is considered passed. The detailed evaluation items for each category are specified in the Faculty Evaluation Scoring Sheet of the College.

Faculty members must choose one of the following three weighting options for their evaluation:

1. Teaching 50%, Research 30%, Service 20%
2. Teaching 30%, Research 50%, Service 20%
3. Teaching 30%, Research 30%, Service 40%

If a faculty member has the following situations during the evaluation period, the evaluation committee may adjust their scores:

1. Those who have participated in full English instruction will receive additional points for teaching performance.
2. Those who have implemented University Social Responsibility programs will receive additional points for service performance.
3. If a graduate thesis or dissertation does not match the faculty member's field of expertise and is verified by the department or college, points may be deducted from the teaching performance.

第六條 本院專任教師每五年應接受評鑑一次。新聘教師於到校滿三年開始接受評鑑，未依規定接受評鑑者視同當年度未通過評鑑。評鑑未通過者，下一年應接受「再評鑑」，「再評鑑」仍未達通過標準者，下一年應繼續接受「再評鑑」，並以二次為原則。通過評鑑(再評鑑)者，每隔五年再接受評鑑。

Article 6 Full-time faculty members shall undergo evaluation every five years. Newly hired faculty members shall begin evaluation after three years of service. Failure to undergo evaluation as required will be considered as failing the evaluation for that year. If a faculty member fails the evaluation, they must undergo a "re-evaluation" the following year. If the re-evaluation does not meet the passing standard, the faculty member will continue to undergo re-evaluation, with a maximum of two attempts. After passing the evaluation (or re-evaluation), the faculty member will undergo evaluation every five years.

第七條 教師因休假研究、出國進修研究、留職停薪、重大傷病、育兒、突遭重大變故或有本校教師評鑑準則第9條第5項規定之事實者，得檢具證明依

行政程序簽請同意延後辦理評鑑或再評鑑。

Article 7 Faculty members who are on leave for research, studying abroad, on unpaid leave, experiencing serious illness, or facing significant personal difficulties, or those who meet the conditions specified in Article 9, Section 5 of the university's faculty evaluation standards, may submit documentation to request an extension of their evaluation or re-evaluation through administrative procedures.

第八條 第一次未通過評鑑教師，應於六月三十日前向所屬系、所、學位學程提出書面改善計畫。系、所、學位學程應做適當協助與輔導，必要時得依行政程序簽請相關單位協助之，一年後應接受「再評鑑」。

教師接受任何一次「再評鑑」之結果，如果仍然未達通過之標準，除了應繼續接受「再評鑑」之外，各系、所、學位學程應要求該教師再提改善計畫並做適當之輔導。必要時，得請相關單位協助之。

Article 8 Faculty members who fail their first evaluation must submit a written improvement plan to their department, institute, or degree program by June 30. The department, institute, or degree program should provide appropriate assistance and guidance. If necessary, they may request help from relevant units through administrative procedures. The faculty member must undergo re-evaluation after one year.

If the faculty member fails the re-evaluation, they must submit another improvement plan and receive further guidance. If necessary, assistance may be requested from relevant units.

第九條 經過「再評鑑」仍未達通過標準之教師，本院評鑑小組應儘速提院教師評審委員會審議後提校教師評審委員會。校教師評審委員會應在六月三十日前針對未能通過之原因，議決適當之處理方式或懲處方式，且其懲處時間以到該教師通過評鑑，再恢復其權益。以上懲處方式悉依本校教師評鑑準則規定辦理。

Article 9 Faculty members who fail the re-evaluation must be reviewed by the College Faculty Evaluation Committee, which will submit the case to the university's Faculty Evaluation Committee for further consideration. The university's

Faculty Evaluation Committee will decide on appropriate actions or sanctions by June 30, with the sanctions lasting until the faculty member passes the evaluation and their rights are restored. All sanctions will be handled according to the university's faculty evaluation standards.

第十條 教師評鑑小組得依據評鑑結果，建請院長推荐教學、研究或服務績效特別優良之教師，得分別為本校「教學特優教師獎」、「研究績優獎」或「青年教師研究獎」、「服務績優獎」候選人。

Article 10 The Faculty Evaluation Committee may, based on the evaluation results, recommend to the Dean those faculty members with outstanding performance in teaching, research, or service as candidates for the university's "Outstanding Teaching Award," "Distinguished Research Award," "Young Faculty Research Award," or "Distinguished Service Award."

第十一條 受評教師對評鑑結果有異議者，得於接獲書面通知三十日內，以書面檢附具體證據，依本校教師申訴評議委員會組織及評議要點規定提起申訴。

申訴人不服本校教師申訴評議委員會之評議者，得向教育部中央教師申訴評議委員會提出再申訴。

Article 11 Faculty members who disagree with their evaluation results may submit a written appeal with supporting evidence to the university's Faculty Appeal Committee within 30 days of receiving the written notification.

If the faculty member is dissatisfied with the Faculty Appeal Committee's decision, they may submit a further appeal to the Ministry of Education's Central Faculty Appeal Committee.

第十二條 本院專任研究人員之評鑑比照專任教師辦理。

Article 12 The evaluation of full-time researchers shall follow the same process as for full-time faculty members.

第十三條 本辦法若有未盡事宜，悉依本校相關規定辦理。

Article 13 Any matters not covered in these Guidelines shall be handled in accordance

with the university's relevant regulations.

第十四條 本辦法經院務會議通過，報校長核定後實施，修正時亦同。

Article 14 These Guidelines shall take effect after being approved by the College Affairs Meeting and the President. Any amendments shall follow the same procedure.