

國立中山大學教師評鑑辦法

Regulations for Faculty Evaluations

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102 年 12 月 20 日 102 學年度第 2 次校務會議修正通過
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103 年 12 月 26 日 103 學年度第 2 次校務會議修正通過
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- 第一條、 國立中山大學（以下簡稱本校）為提昇教師教學、研究、輔導及服務品質，特依大學法第二十條、二十一條及本校組織規程第五十八條、第六十條規定訂定本校教師評鑑辦法（以下簡稱本辦法）。
- I. The regulations are established (hereinafter referred as “the Regulations”), in accordance with Articles 20 and 21 of the University Act, and Articles 58 and 60 of NSYSU Organization Regulations to improve the quality of teaching, research, counseling and services.
- 第二條、 本校專任教師均應依本辦法接受評鑑。
- II. All full-time faculty members shall be evaluated in accordance with the Regulations.
- 第三條、 本校專任教師任教滿五年需接受一次評鑑。通過評鑑者，以通過評鑑之學年為下次評鑑之起算學年。
- III. All full-time faculty members shall be evaluated every 5 years. The academic year when the faculty members who pass the evaluation shall count that academic year as the beginning year for their next evaluation.
- 第四條、 本校專任教師於受評鑑期間曾獲科技部傑出研究獎或科技部吳大猷先生紀念獎者，當次評鑑得免予評鑑。
- IV. Article 4 Faculty members who receive either Outstanding Research Award from **the Ministry of Science and Technology**, or Ta-You Wu Memorial Award, are exempted from evaluation for that evaluation year.

第五條、

本校專任教授符合下列各款情形之一者，得免予評鑑：

V.

Article 5 Faculty members are not required to undergo evaluations for any of following conditions:

一、 獲選為中央研究院院士者。

1. Selected as academician of Academia Sinica.

二、 曾獲頒教育部學術獎或國家講座、文化部國家文藝獎、本校講座及經本校認可之國內外著名大學講座教授者。

2. Recipients of either Academic award of Ministry of Education or the National Forum; **National Literary Award from the Ministry of Culture**; this university's professorial chair; as well as professorial chairs from well-known universities, foreign and domestic, approved by this university.

三、 曾獲下列成效累積點數達 15 點者，惟科技部專題研究計畫該項點數需達 8 點（含）以上。

3. Those who have accumulated up to 15 points with the achievements listed below. Exclude research project plans for **the Ministry of Science and Technology**, which require 8 points (inclusive) or more.

(一) 研究計畫與獎勵：

(1) Research projects and rewards:

1. 研究計畫：

i. Project plan:

科技部專題研究計畫主持人（自 MOST91 起）每件 1 點，每學年最多以 3 點為限。

Project leader for a research project of **the Ministry of Science and Technology**, (starting from **MOST** 91). Each project counts as one point, maximum 3 points total per **academic** year.

2. 研究獎勵：

ii. Research reward:

A. 科技部傑出研究獎每次 5 點。

(i.) 5 points for Outstanding Research Award of **the Ministry of Science and Technology**.

- B. 本校研究傑出獎（原研究績優獎）每次 3 點。
- (ii.) 3 points for Outstanding Research Award of this university (formerly the Research Evaluation Award).
- C. 科技部優等獎每次 2.5 點。
- (iii.) 2.5 points for Best Research Award of **the Ministry of Science and Technology**.
- D. 科技部吳大猷先生紀念獎每次 2.5 點。
- (iv.) 2.5 points for Ta-You Wu Memorial Award,.
- E. 中研院年輕學者研究著作獎每次 2.5 點。
- (v.) 2.5 points for Junior Research Investigators Award of Academia Sinica.
- F. 本校年輕學者獎每次 1.5 點。
- (vi.) 1.5 points for Outstanding Research Award for Young Scholar of this university.
- G. 科技部甲等獎每次 1.5 點。
- (vii.) 1.5 points for each Grade A Award by **the Ministry of Science and Technology**.
- iii. No additional points will be given with any of the following:
 - A. 因獲科技部傑出研究獎而獲得本校當然研究傑出獎（原研究績優獎）。
 - (i.) Awarded the Outstanding Research Award (formerly the Research Evaluation Award) by this university as a result from winning the Outstanding Research Award of **the Ministry of Science and Technology**.
 - B. 因獲科技部吳大猷先生紀念獎而獲得本校當然年輕學者獎。
 - (ii.) Automatically received the Young Scholar Award by this university, after winning the Ta-You Wu Memorial Award

(二) 教學計畫與獎勵：

(2) Teaching plan and reward:

1. 教學計畫：

i. Teaching plan:

曾主持教育部教學相關計畫經費累計每達 30 萬元得計 1 點；依序類推，最多以 4 點為限。

Those who led teaching related research projects for the Ministry of Education, get 1 point for every NT\$300,000 of project funding received. Maximum 4 points.

2. 教學獎勵：

ii. Teaching reward:

A. 本校教學傑出獎（原傑出教學獎）每次 3 點。

(i) 3 points for Teaching Award of Excellence of the university (formerly the Outstanding Teaching Award).

B. 本校教學績優教師（原優良教學獎）每次 1.5 點。

(ii) 1.5 points for Best Teaching Faculty Member Award of the university (formerly the Best Teaching Award).

(三) 產學研究與獎勵：

(3) Industrial researches and rewards:

1. 產學研究：

i. Industrial research:

A. 曾主持政府或非政府（企業及法人）機構委託之建教合作計畫，且經本校業務承辦單位認定，計畫經費累計每達 100 萬元，或提撥校務基金管理費累計每達 10 萬元者，得計 1 點；依序類推。

(i) Those who led collaborative education programs commissioned by the governmental or a non-governmental organization (corporations and legal entities) and approved by the undertaking

handling unit of this university, get 1 point for every NT\$1,000,000 of project funding received. Those disbursed with university Administrative Affair Fund get 1 point for every NT\$100,000 received, and so forth.

B. 經本校業務承辦單位認定之技術移轉案，技轉金額累計每達 40 萬元或校院系回饋金累計每達 10 萬元者，得計 1 點；依序類推。

(ii.) One point for technology transfer fee up to NT\$400,000 approved by the university's undertaking handling unit; or 1 point for every NT\$100,000 of feedback fund from any college/department of the university, and so forth.

C. 上述第 A.目及 B.目合計最多以 4 點為限。

(iii.) A total of 4 points maximum may be combined by abovementioned sections a) and b).

2. 產學獎勵：

ii. Industrial reward:

獲本校產學傑出獎（原中山發明獎及產學績優獎）每次 3 點。

3 points for each Industrial Collaboration Excellence Award (formerly the Sun Yat-sen Technological Invention Award and Outstanding Industrial Collaboration Award) received.

四、 年滿六十歲者（但初聘者除外）。

4. Aged 60 (exclude newly appointed faculty members).

五、 曾獲國際著名學術獎或其他教學、研究、服務獎項或其成果具體卓著（包含體育、劇場藝術及音樂），經三級教師評審委員會通過，校長核可者。

曾獲其他教學、研究優良獎項之比照如有疑義時，分由教務處（教學部分）、研發處或產學營運及推廣教育處（研究部分）認定之。

5. Those who previously received famous international

academic awards or outstanding recognitions related to teaching, research and services (including sports, theatrical art and music), approved by three-level Teacher Review Committees and the university President. When awarded certificates are in question, the matter should be evaluated by Office of Academic Affairs (teaching aspect), Office of Research and Development and Office of Industrial Collaboration and Continuing Education Affairs (research aspect).

本辦法一百年十月二十一日修正通過時已在職之各級專任教師，得於本辦法修正後第一次評鑑時，以修正前九十九年十二月二十四日之第四條取得免評鑑資格。

This rule was amended and approved in October 21, 2011. During the first evaluation after this rule was amended, all full-time faculty members appointed before that date may obtain exemption status in accordance to Article 4 prior to its amendment on December 24, 2010,

- 第六條、 本校為公平、公正、公開辦理專任教師評鑑，以院與通識教育中心為單位，設教師評鑑委員會，各院與通識教育中心置委員五至七人，由各院院長與通識教育中心主任擔任召集人，另由各院與通識教育中心教師評審委員會委員推薦校外專家學者至少八人，經學術副校長遴聘四至六人共同組成之。
- VI. The University conducts evaluation of full-time faculty members under principles of fairness, justice and openness. The Faculty Evaluation Committee of each college and the Center for General Education comprises of 5 to 7 members. The deans or the director of Center for General Education would be the convener of the Committee, and other 4 to 6 Committee members would be outside experts/academics chosen by the Senior Vice President (Academic) from a list of at least 8 nominees submitted by the Teacher Review Committee of each college and the Center for General Education.
- 第七條、 教師評鑑應綜合教學、研究、輔導及服務等予以客觀審慎之評鑑。各系（所）須訂定其教師評鑑實施要點，包括評鑑項目、方法、標準及程序等。
- VII. Faculty evaluations shall be conducted in an objective manner combining teaching, research, counseling and service aspects.
- Each department shall enact its own Faculty Evaluation Implementation Key Points, including evaluation categories, methods, standards, procedures, etc.
- 前項教師評鑑實施要點，各系（所）應先與各業務相關單位協

商研提具體措施，送校教師評審委員會審議通過後實施。

Each department shall first discuss their respective Faculty Evaluation Implementation Key Points with related handling unit about specific measures, before sending it to the Faculty Evaluation Committee Meeting for approval and implementation.

教師如有因涉嫌詐領研究費遭檢調單位起訴、辦理採購案件遭審計單位調查或違反本校聘約、教師守則相關規定情事，由所屬單位或本校相關委員會審酌事實並檢具佐證資料，提三級教師評審委員會通過者，其教師評鑑之輔導及服務項目總分由校教師評審委員會逕予調整。

If any faculty member is prosecuted for alleged embezzlement of funds, or is involved in any procurement fraud under government investigation, or violating the University Code of Practice for Faculty members, the matter should be examined by applicable units or related university committees, together with all facts, seized evidences and documentations. The matter shall then be presented to the third-level Teacher Review Committees for approval. The implicated-faculty member's total points of faculty evaluation accumulated from counseling and services categories shall be adjusted by the Teacher Review Committee of this university.

第八條、 新聘各級專任教師依本校教師及研究人員聘任規則第六條規定，第一次通過續聘者，視為通過一次評鑑。

各級專任教師於聘任後通過升等者，視為通過一次評鑑。

VIII. Newly appointed full-time faculty members (all levels) shall be considered as passing one evaluation when their appointment contract is renewed for the first time according to the Article 6 of the University's Faculty Members and Researcher Appointment Regulations. After appointment, full-time faculty members (all levels) passing their promotions, are considered as passing one evaluation.

第九條、 未通過評鑑之教師，自次一學年度起將不得晉薪、申請休假研究、借調、在外兼職或兼課。

未通過評鑑但其「改善事項成效報告書」經審查通過者，次學年度起解除前項限制。

IX. Faculty members who fail to pass the evaluation shall not receive a salary raise, apply for leave to do research, deliver courses in other universities, assume part-time positions outside of the university, or deliver courses on part-time basis in the following academic year. Those who failed the evaluation, shall have the abovementioned restrictions lifted after their "Improvement Performance Report"

passed the review afterwards in the following academic year.

第十條、 受評鑑教師，須提出相關資料接受審查。未提出者，視為該年度未通過評鑑。但當年度有留職留薪或留職停薪（如休假研究、借調、出國講學進修或遭遇重大變故等）不在校情形，致未能提出者，俟返校服務後順延辦理。

X. Faculty members under evaluation shall supply related information for determination of the teacher evaluation. Those who did not comply are considered failing the evaluation in the academic year. Those who are on paid or unpaid sabbatical hence are not on campus and could not provide relevant information in the academic year (such as taking time-off for research, delivering courses in other universities, lecturing abroad/studying overseas, or other major causes), may delay the evaluation until they return.

受評鑑女性教師，評鑑當學年度懷孕分娩得申請延後一學年評鑑。領有輕度或中度「身心障礙手冊」者得申請延後一學年評鑑；領有重度（含）以上「身心障礙手冊」或「重大傷病卡」者得申請延後兩學年評鑑。

Female faculty members on maternity leave during the academic year of evaluation may apply to delay the evaluation to the following academic year.

Faculty members holding a 「Disability Handbook」 with mild or intermediary impairments may apply to delay the evaluation for one academic year. Faculty members holding a 「Disability Handbook」 with severe impairments (inclusive) may apply to delay the evaluation for two academic years.

第十一條、 應接受評鑑年數之計算，不包括留職留薪或留職停薪期間。

通過升等之教師，依其升等生效日之學年為下一次評鑑之起算學年。對應接受評鑑年數之計算有疑義時由人事室解釋之。

XI. The calculation of years for evaluation does not include paid or unpaid sabbaticals. Faculty members promoted after passing their evaluation, the academic year where their effective promotion date falls-on shall be the base year for the next evaluation. Those who have questions regarding the calculation of their evaluation years can seek explanations from the Office of Personnel Services.

第十二條、 教師評鑑委員會委員對於審議案件涉及本人、配偶、三親等內之血親、姻親或有個人利害關係者，應自行迴避，不得參與討論與決議。

有具體事實足以認定教師評鑑委員會委員對於評審案件有偏頗之虞者，受評鑑教師得向教師評鑑委員會申請該委員迴避，並

應舉其原因事實。

委員未自行迴避者，主席得經教師評鑑委員會決議，請該委員迴避。委員中有前三項應行迴避之情事者，不計入出席委員人數。

教師評鑑委員會之召開須達三分之二以上委員出席，始得開議；經出席委員過二分之一以上同意始得決議。

- XII. Members of Faculty Evaluation Committee shall retire automatically to avoid any conflict of interest if the evaluation involves themselves, a spouse, blood relations among in the third degree, political relations, or someone they have vested interest in, and refrain from any discussions or decision-making. In the event there are facts sufficient to establish that a member could unduly influence the Evaluation Committee over its review of a particular case, the faculty-under-evaluation may apply to the Evaluation Committee to request said member to be excused from the evaluation, and provide information including the background and facts supporting such claim. Members who fail to retire automatically may be asked by the Committee Chair to do so, through a resolution of the Faculty Evaluation Committee. The vote of a member who should retire as they meet three of the above conditions will not be counted in the resolutions as stated. Faculty Evaluation Committee Meetings may be convened with at least two-thirds of the members present. Resolutions may be reached by consent with the majority or more of the members present.

第十三條、 教師評鑑委員會開會時，得視需要邀請學術副校長、教務長、研發長、相關系（所）主管及相關專業之校教評會委員列席會議。

- XIII. Faculty Evaluation Committee shall consider inviting the following individuals to attend its meetings as needed: Senior Vice President, Dean Academic Affairs, Dean of Research and Development, heads of related department-(college) and related professionals from the Teacher Review Committee of the University to be present at the Faculty Evaluation Committee.

第十四條、 教務處應於評鑑之學年度前，擬訂評鑑計畫與時程；教師評鑑委員會則應於評鑑當學年度之四月一日前完成審議送教務處彙整，再送校教師評審委員會決議。

- XIV. Office of Academic Affairs shall draft the evaluation plan and timelines prior to evaluations in the academic year; Faculty Evaluation Committee shall finalize the plan and timelines, and send them to the Office of Academic Affairs before April 1 of the academic year for compilation. The plan together with timelines shall

be then submitted to the University's Faculty Evaluation Committee for resolution.

- 第十五條、 師資培育中心專任教師之評鑑併入教育研究所辦理。
- XV. Evaluations for full-time faculty members of the Center for Faculty Education shall be incorporated into Institute of Education for handling.
- 第十六條、 受評鑑教師對評鑑結果不服者，得向各院與通識教育中心教師評審委員會提出書面申覆。對申覆結果不服者，得向校教師評審委員會提出書面再申覆。對再申覆結果不服者，得向學校教師申訴評議委員會提出書面申訴。
- XVI. When a faculty member under evaluation objects to the Faculty Evaluation Committee resolution, they may submit a written appeal to their college or the General Education Center. Those who object to the appeal results may submit a written re-appeal request to the University's Teacher Review Committee. Those who object to the re-appeal results may submit a written letter of appeal to the University's committee of teacher grievances.
- 第十七條、 專案計畫教學人員、研究人員及專業技術人員之評鑑比照教師辦理。
- XVII. Evaluations of project-base faculty members, researchers and **professional technicians** are conducted the same as faculty members.
- 第十八條、 本辦法未盡事宜，悉依相關規定辦理。
- XVIII. All matters not mentioned shall be handled according to related regulations.
- 第十九條、 本辦法經校務會議通過後，陳請校長核定後實施，修正時亦同。
- XIX. The Regulations were passed by the University Assemblies, and implemented after the President's approval. All amendments and revisions follow the same process.

國立中山大學教師評鑑作業細則

Faculty Evaluation Implementation Guidelines

95年06月20日94學年度第4次校務會議修正通過

Amended and approved at the 4th University Assembly of 2005 academic year on June 20th, 2006

96年06月08日95學年度第4次校務會議修正通過

Amended and approved at the 4th University Assembly of 2006 academic year on June 08th, 2007

96年10月26日96學年度第1次校務會議修正通過

Amended and approved at the 1st University Assembly of 2007 academic year on October 26th, 2007

98年10月23日98學年度第1次校務會議修正通過

Amended and approved at the 1st University Assembly of 2009 academic year on October 23rd, 2009

98年12月18日98學年度第2次校務會議修正通過

Amended and approved at the 2nd University Assembly of 2009 academic year on December 18th, 2009

99年12月24日99學年度第2次校務會議修正通過

Amended and approved at the 2nd University Assembly of 2010 academic year on December 24th, 2010

104年05月29日103學年度第4次校務會議修正通過

Amended and approved at the 4th University Assembly of 2014 academic year on May 29th, 2015

- 一、國立中山大學（以下簡稱「本校」）為辦理教師評鑑作業，以提昇教師教學與學術水準，特訂定本作業細則（以下簡稱「本細則」）。
- I. “*The Faculty Evaluation Implementation Guidelines*” (hereinafter referred to as the "Guidelines") are established for evaluation of the teachers to improve the teaching quality and academic level of National Sun Yat-Sen University (hereinafter referred to as the "University").
- 二、各院與通識教育中心教師評鑑委員會應於評鑑當年1月15日前組成之。
- II. The Faculty Evaluation Committee of **each** college and the Center for General Education must be established before January 15th in the academic year in which the evaluation is to be conducted.
- 三、各系所教師評鑑分數應採同一比例計算，比例由系所自訂之，但評鑑分數計算方式應符合本細則比例範圍。
- III. The evaluation score must be calculated for the teachers of all departments (institutes) on the same proportional basis. The department (institute) may determine the proportion but the calculation method of the evaluation score must comply with the range of the proportion specified in the Guidelines.

領有「重大傷病卡」或「身心障礙手冊」教師得於範圍內調整各評鑑項目之百分比。各學系(含系所合一之單位及師資培育中心)：

The teachers who **have** the “**Physical and Mental Disability Manual**” or the “Severe Disease Card” can adjust the percentage of each evaluation item within the range of the proportion. Department (including the unit with both department and institute and the Center for Teacher Education):

教學類 40%~60%；研究(展演)30%~50%；服務及輔導類 10%~30%。

Teaching 40% - 60%; research (exhibition & performance) 30% - 50%; service and guidance 10% - 30%;

各單獨設立研究所：教學類 20%~50%；研究(展演)類 40%~70%；服務及輔導類 10%~30%。

Independent institute: Teaching 20% - 50%; research (exhibition & performance) 40% - 70%; service and guidance 10% - 30%;

通識教育中心：教學類 60%~80%；研究類 10%~30%；服務及輔導類 10%~30%。

Center for General Education: Teaching 60% - 80%; research 10% - 30%; service and guidance 10% - 30%;

各學院與通識教育中心講師：可依各原屬單位之比例或教學類 60~70%；研究類 0~10%；服務及輔導類 20~30%。

Lecturers of the department and the Center **for** General Education: Determined by the unit to which the originally belonged or teaching 60% - 70%; research 0 - 10%; service and guidance 20% - 30%.

- 四、 教師評鑑分數計算以教師所提供評鑑前最近五學年（扣除留職留薪或留停薪或長病假年資）之資料計算。
- IV. The evaluation of a teacher is conducted based on the documents within five academic years (the years for leaves with or without pay as well as long sick leaves are not included) before the evaluation. The documents mentioned above are limited to those provided by the teacher.
- 五、 各院與通識教育中心於評鑑當年彙整各系所「需接受評鑑」、「不需接受評鑑」教師名冊送相關單位審查後，於元月底前送教務處存參。
- V. The Faculty Evaluation Committee of **each** college and the Center **for** General Education shall compile the name list of the teachers who “need to undertake the evaluation” and “do not need to undertake the evaluation” and send it to related units for review and approval. It shall then submit the name list to the Office of Academic Affairs for reference at the end of January.
- 六、 各院與通識教育中心實施教師評鑑時，應對教師評鑑委員說明實施流程與評鑑辦法。必要時得邀請業務單位列席說明。
- VI. When conducting the evaluation of teachers, **each** college and the Center **for** General Education must describe the process and method of the evaluation to the Faculty Evaluation Committee. The responsible unit can be asked to attend the meeting and give a description, if necessary.

七、 各院與通識教育中心教師評鑑委員會決議事項：

VII. Resolution of the Faculty Evaluation Committee of **each** college and the Center **for** General Education:

(一) 依據校務會議通過的評鑑指標，訂定「通過」之最低標準，並列明「通過標準」之準則。

(1) Establishing the minimum **"pass criteria"** and the guidelines for the "pass criteria" according to the evaluation **indicators** as determined at the University Assembly.

(二) 決定「通過」、「條件式通過」、「未通過」教師名單。

(2) Determining the name list of the teachers who "pass", "conditionally pass" and "fail" the evaluation.

八、 評鑑委員評鑑作業流程：

VIII. Process of the evaluation:

(一) 委員依據每位受評教師之整體教學、研究、輔導及服務等表現於初次評鑑後提供「通過」及「待改進」之教師名單。

(1) The Committee members make the name list of the teachers who "pass" the evaluation and "need to improve" based on the initial evaluation of their overall performance in teaching, research, guidance and service.

(二) 「待改進」之教師於接獲通知後十日內應向教師評鑑委員會提供二年改善方案，改善方案經評鑑委員會審查認可者，視為「條件式」通過；未通過認可或未提出改善方案者，除第三款之情形外，均視為評鑑未通過。

(2) The teachers who "need to improve" must submit a two-year improvement plan to the Faculty Evaluation Committee within 10 days after receiving the notice. They will be deemed as "conditionally passing" the evaluation when the improvement plan is approved by the Committee. The teachers who do not submit the improvement plan or if the plan is not approved are deemed as failing the evaluation, unless Subsection (3) is applicable.

針對未通過評鑑教師，教師評鑑委員會應提出一年內改善事項，要求受評教師完成。

The Faculty Evaluation Committee shall list the items to be improved and request the teachers who do not pass the evaluation to carry it out within one year.

(三) 「待改進」教師因特殊狀況無法於十日內提出改善方案者，

得向教師評鑑委員會提出申請；理由經教師評鑑委員會認可者，視同本學年度未接受評鑑，俟其特殊狀況終止後順延辦理。

- (3) For the teachers who "need to improve" and are not in the position to submit the improvement plan within 10 days for special reasons, they may apply to the Faculty Evaluation Committee. They will be deemed as not undertaking the evaluation in the current academic year if the application is approved by the Committee, and the evaluation will be postponed until the special reasons disappear.

九、 各院與通識教育中心辦理教師評鑑應依本校教師評鑑第十四條規定於4月1日完成審議，將「通過」、「條件式通過」、「未通過」名單送教務處彙整，再送校教師評審委員會決議。

IX. The Faculty Evaluation Committee of **each** college and the Center **for** General Education must finish the review before April 1st specified in Article **14** of the Faculty Evaluation Guidelines of the university. It shall compile the name list of the teachers who "need to undertake the evaluation" and "do not need to undertake the evaluation" and send it to the Office of Academic Affairs. It shall then send the name list to the University Teacher **Review** Committee for final resolution.

十、 「條件式通過」教師應於間隔一學年後之2月底前，提報「改善方案成效報告書」至院與通識教育中心彙整後送原教師評鑑委員會之至少三位校外委員審查。審查結果送教務處提交校教師評審委員會決議是否通過。決議未通過或未提改善方案成效報告書者，不予續聘，並依本校教師及研究人員聘任規則第14條規定辦理。

X. The teachers who "conditionally pass" the evaluation shall submit the "Effectiveness Report of the Improvement Plan" to the college and the Center **for** General Education before the end of February in the academic year next to the following year. After compiling the reports, the college and the Center **for** General Education will send them to at least three external members of the Faculty Evaluation Committee for review. The result of the review will be sent to the Office of Academic Affairs and forwarded to the University Teacher **Review** Committee for final resolution. The teachers who do not submit the Effectiveness Report of the Improvement Plan or whose Effectiveness Report of the Improvement Plan fails the resolution will not be appointed as teachers for the next semester. Article 14 of the Guidelines for Appointment of Teachers and Researcher shall apply.

「未通過」教師應於次年2月底前，提報「改善事項成效報告書」至院與通識教育中心彙整後送原教師評鑑委員會之至少三位校外委

員審查。審查結果送教務處提交校教師評審委員會決議是否通過。決議未通過或未提改善事項成效報告書者，不予續聘，並依本校教師及研究人員聘任規則第 14 條規定辦理。

The teachers who "fail" the evaluation shall submit the "Effectiveness Report of Improvement Items" to the college and the Center **for** General Education before the end of February in the next academic year. After compiling the reports, the college and the Center **for** General Education will send them to at least three external members of the Faculty Evaluation Committee for review. The result of the review will be sent to the Office of Academic Affairs and forwarded to the University Teacher **Review** Committee for final resolution. The teachers who do not submit the Effectiveness Report of Improvement Items or whose Effectiveness Report of Improvement Items fails the resolution will not be appointed as teachers for the next semester. Article 14 of the Guidelines for Appointment of Teachers and Researcher shall apply.

教師若因特殊狀況無法如期繳交「改善方案成效報告書」或「改善事項成效報告書」，經校長核准，可俟其特殊狀況終止後順延繳交。

For the teacher who is not in the position to submit the "Effectiveness Report of the Improvement Plan" or the "Effectiveness Report of Improvement Items" within the timeframe for special reasons, the Report will, subject to approval of the president, be postponed until the special reasons disappear.

十一、 「條件式通過」教師，下一次評鑑結果限於「通過」與「未通過」兩類。

XI. The teachers who "conditionally pass" the evaluation may only have a "pass" or "fail" in the next evaluation.

十二、 教師評鑑委員會應將教師評鑑結果（含教師評鑑委員審查意見）送教務處彙整，並同時以書面通知受評人及所屬系（所）。

XII. The Faculty Evaluation Committee shall send the result of the evaluation (including the comments of the Committee) to the Office of Academic Affairs for compiling, and, in the meantime, issue a written notice to the evaluated teacher and the department (institute) to which the teacher belongs.

受評人如有異議，得於接到通知後次日起 15 個工作日內，依本校教師評鑑辦法第十六條規定檢據提出申覆。

Where objection is to be made, the evaluated teacher may file an appeal with evidence within 15 work days after receiving the notice according to Article 15 of the Faculty Evaluation **Regulations** of the University.

十三、 本細則未盡事宜，悉依相關規定辦理。

- XIII. The matters that are not covered by the Guidelines are subject to related regulations.
- 十四、 本細則經校務會議通過，陳請校長核定後實施，修正時亦同。
- XIV. The Guidelines are approved at the University Assembly and implemented after approval by the president. The same procedure is applicable to the amendment of the Guidelines.