

# 國立中山大學教學意見調查實施辦法

## Regulations for Conducting Teaching Survey

88.2.26 88學年度第4次行政會議通過  
Approved at the 4<sup>th</sup> Executive Meeting on February 26<sup>th</sup>, 1999  
90.12.28 90學年度第90次教務會議修正通過  
Amended and approved at the 90<sup>th</sup> Academic Affairs Council on December 28<sup>th</sup>, 2001  
95.6.9 94學年度第108次教務會議修正通過  
Amended and approved at the 108<sup>th</sup> Academic Affairs Council on June 09<sup>th</sup>, 2006  
96.6.14 95學年度第112次教務會議修正通過  
Amended and approved at the 112<sup>th</sup> Academic Affairs Council on June 14<sup>th</sup>, 2007  
97.3.20 96學年度第115次教務會議修正通過  
Amended and approved at the 115<sup>th</sup> Academic Affairs Council on March 20<sup>th</sup>, 2008  
97.7.17 96學年度第1次臨時教務會議修正通過  
Amended and approved at the 1<sup>st</sup> interim Academic Affairs Council on July 17<sup>th</sup>, 2008  
97.12.11 97學年度第118次教務會議修正通過  
Amended and approved at the 118<sup>th</sup> Academic Affairs Council on December 11<sup>th</sup>, 2008  
98.12.14 98學年度第122次教務會議修正通過  
Amended and approved at the 122<sup>nd</sup> Academic Affairs Council on December 14<sup>th</sup>, 2009  
99.5.3 98學年度第124次教務會議修正通過  
Amended and approved at the 124<sup>th</sup> Academic Affairs Council on May 3<sup>rd</sup>, 2010  
108.5.20 107學年度第160次教務會議修正通過  
Amended and approved at the 160<sup>th</sup> Academic Affairs Council on May 20<sup>th</sup>, 2019  
111.12.5 111學年度第174次教務會議修正通過  
Amended and approved at the 174<sup>th</sup> Academic Affairs Council on December 5<sup>rd</sup>, 2022

- 第一條 本校為瞭解本校學生對教師教學之建議，協助教師改進教學品質，特訂定「國立中山大學教學意見調查實施辦法」（以下簡稱本辦法），以規範有關教學意見調查相關事宜。
- I. These regulations are formulated to conduct the surveys of students' opinions on faculty's teaching in order to improve teaching quality.
- 第二條 為執行教學意見調查施測結果之分析，並適時修訂問卷內容，特於教務會議下設立「教學意見調查委員會」以彙整及分析教學意見調查之事宜。
- II. The Teaching Assessment Committee is established under the Academic Affairs Council to analyze and summarize the teaching survey results, and modify the contents of the questionnaire when necessary.
- 第三條 教學意見調查委員會由教務長、副教務長、教學發展中心主任、各學院、西灣學院及研究學院推選系、所(教育中心)學術主管代表與教師代表各一人，及校外專家一至三人組成之。各學院及西灣學院代表之任期為兩年，當學術主管代表於任期中卸任時，由續任主管遞補至任期屆滿為止。委員連選得連任。校外專家由教務長遴聘之。
- III. The Teaching Assessment Committee shall consist of the vice president for Academic Affairs, associate vice president for Academic Affairs, director of the Teaching and Learning Development and Resources Center, one supervisor from one of the affiliated units and one faculty member as the representatives from each college, and one to three external experts selected by the vice president for Academic Affairs. The term for

representatives of individual colleges shall be two years. When a committee member is no longer the supervisor of a unit, the new supervisor shall serve as a member for the remaining term. Committee members may extend one more term when re-elected.

- 第四條 教學意見調查委員會原則上每學期召開一次會議，由教務長擔任召集人，並得視需要邀請學生代表一至二人列席之，或邀請校內外專家學者擔任顧問列席提供諮詢。
- IV. The Teaching Assessment Committee shall meet once a semester, in principle, with the vice president for Academic Affairs as the convener. When the situation dictates, one to two student representatives may be invited to attend as non-voting members, or internal and external experts/scholars invited to attend as advisors.
- 第五條 有關本校教學意見調查表類別、內容、實施方式及分數計算等原則性事宜，由教學意見調查委員會另定「教學意見調查實施細則」。
- V. The Teaching Assessment Committee shall separately formulate the *Detailed Implementation of Teaching Surveys* to govern implementation details regarding survey categories, contents of questionnaires, and implementation measures, as well as methods of score calculation.
- 第六條 教學意見調查實施對象原則上為全校所有課程。
- VI. The teaching survey shall, in principle, be conducted for all courses.
- 第七條 參與執行實施調查及進行統計分析之單位及人員必須遵守保密原則。
- VII. The personnel involved in conducting and analyzing the survey shall abide by the confidential principle.
- 教學意見調查統計結果基於教學品質提升、改進教學評量及獎勵與追蹤改善精進需求，得提供相關主管、單位及委員會參考，並遵守保密原則。
- Results of the teaching survey shall be provided to the relevant supervisors, units and committees for reference under confidential principle, in order to enhance the teaching quality, improve the teaching assessment, employ better incentive measures, and follow up the relevant matters.
- 第八條 本實施辦法經教學意見調查委員會、教務會議通過，陳請校長核定後實施，修正時亦同。
- VIII. These regulations are approved by the Teaching Assessment Committee, Academic Affairs Council and the President before implementation. Amendment to these regulations shall follow the same procedure.