

國立中興大學醫學院教師評鑑辦法

National Chung Hsing University College of Medicine Faculty Evaluation Regulations

112年2月16日111學年度第2學期醫學院院務會議通過

114年3月20日113學年度第2學期第2次醫學院院務會議通過

Approved at the College Affairs Meeting of the College of Medicine for the 2nd Semester of Academic Year

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第一條、國立中興大學醫學院（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”) establishes these Faculty Evaluation Regulations (hereinafter referred to as “the Regulations”) in accordance with the University’s Faculty Evaluation Guidelines to enhance teaching, research, and service performance of its faculty members.

第二條、本院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 at all levels within the College shall be subject to evaluation under these Regulations. However, individuals meeting any of the following conditions may be exempt from evaluation:

1. Those who are 60 years of age or older.
2. Members of the Academia Sinica.
3. Recipients of the Ministry of Education Academic Award, the Distinguished Teaching Award, or other higher-level domestic or international honors as recognized by the University's Faculty Review Committee.
4. Professors who have held distinguished academic chairs at well-known institutions.
5. Recipients of the National Science and Technology Council's Outstanding Research Award.
6. Holders of the lifetime distinguished professorship title granted under the University's Distinguished Professorship Regulations.
7. Distinguished or chair professors within five years of receiving their title.
8. Faculty members who have received ten or more grants as Principal Investigator from NSTC Category A Research Awards or NSTC-funded Research Projects (including industry-academia collaborative projects), each with a minimum duration of one year (limited to one counted project 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。
- 三、委員任期為一年。

Article 3 Faculty evaluation shall be conducted by the College Faculty Evaluation Committee, consisting of five to seven members, whose composition and terms are as follows:

1. The Dean shall serve as an ex officio member and chairperson.

2. The Dean shall appoint distinguished scholars or experts from within or outside the University, with at least half of the members being from outside the University.
3. Committee members shall serve a one-year term.

第四條、本院應於每年三月三十一日前通知各系、所、學位學程提出應受評教師名單，各受評系、所、學位學程並於四月三十日前備妥受評教師資料，送本院辦理。本院應於五月三十一日以前完成評鑑工作。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 By March 31 each year, the College shall notify each department, graduate institute, and degree program to submit a list of faculty members to be evaluated. Required evaluation materials shall be prepared and submitted by April 30. The evaluation shall be completed by May 31. Additional provisions include:

1. Evaluation meetings must be attended by at least two-thirds of all committee members.
2. Members subject to evaluation must recuse themselves from scoring and decisions regarding their own evaluation.
3. Committee members must attend in person; proxies are not permitted.
4. The evaluation results shall be forwarded to the respective departments, institutes, or programs for notification to the evaluated faculty.
5. The committee may invite evaluated faculty members to provide explanations or reports in person.

If fewer than ten faculty members are subject to evaluation or under other special circumstances, the evaluation may be postponed for one year upon approval through administrative procedures and with the University President's consent.

第五條、教師評鑑項目分教學、研究與服務，各項目總和滿分為一百分。每位教師應依本院評鑑評分表選擇各單項比例接受評鑑，無故不提出資料者，視同未通過評鑑。

以各委員所評總分平均值達七十分者，為通過評鑑。

委員所評總分平均值雖達七十分，惟如有教學、研究及服務其中任一單項平均值未達七十分者，列為輔導對象。各系所應要求受評教師提出改善計畫，並送本院追蹤輔導。

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）、擔任校外機關委員會委員者，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 Faculty evaluations shall be based on teaching, research, and service performance, totaling 100 points. Each faculty member shall select their own evaluation weighting based on the College's evaluation score sheet. Failure to submit materials without justified reasons shall be deemed a failure to pass the evaluation.

An average score of 70 or above across all committee members is considered a passing grade.

If a faculty member scores an average of 70 or above but receives less than 70 in any one of the three categories, they shall be listed as needing guidance. The department, institute, or program must request an improvement plan and submit it to the College for follow-up.

Evaluation scores may be adjusted by the committee based on the following:

1. Additional points in the teaching category for delivering courses entirely in English.
2. Additional points in the service category for implementing University Social Responsibility (USR) projects or serving on external committees.
3. Point deductions in the teaching category if graduate theses are found to be misaligned with the faculty's professional field, as verified by the College and the respective department/institute/program.

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 shall undergo evaluation every five years. Newly appointed faculty shall begin evaluation in their third year. Failure to comply with evaluation requirements shall be considered as failing the evaluation for that year.

Faculty who fail the evaluation must undergo a “re-evaluation” the following year. Failure to pass the re-evaluation will result in another re-evaluation the following year, for a maximum of two re-evaluation cycles.

Faculty who pass either the evaluation or re-evaluation shall resume the standard five-year evaluation cycle.

第七條、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 7 Faculty members who fail an evaluation for the first time must submit a written improvement plan to their department, institute, or program by June 30. The unit shall provide appropriate assistance and, if necessary, request

support from relevant offices through administrative procedures.

If the faculty member fails the re-evaluation, they must again submit an improvement plan and continue receiving guidance. Support from relevant units may also be requested.

第八條、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。如須處置，可採下列一項或多項方式，且其懲處時間以到該教師通過評鑑，再恢復其權益：

- 一、下年度不准申請休假研究。
- 二、下年度不准在校內、外兼職。
- 三、下年度不准在校外兼課。
- 四、下年度不准借調。
- 五、下年度減學術研究費百分之五至百分之十。
- 六、下年度不准申請升等或改聘。
- 七、當年度不發給年終獎金或減少年終獎金之額度。
- 八、當年度不予晉支薪俸。
- 九、下年度停聘。
- 十、一年後不予續聘。

Article 8 Faculty members who fail the re-evaluation shall be referred by the College Evaluation Committee to the College Faculty Review Committee and then to the University Faculty Review Committee for further deliberation by June 30.

If disciplinary action is deemed necessary, one or more of the following may be imposed, to remain in effect until the faculty member passes evaluation and regains full rights:

1. Suspension of sabbatical leave applications in the following year.
2. Suspension of internal and external part-time positions in the following year.

3. Suspension of external teaching assignments in the following year.
4. Suspension of secondments in the following year.
5. Reduction of research funding by 5% to 10% in the following year.
6. Suspension of promotion or reappointment applications in the following year.
7. Withholding or reduction of year-end bonuses for the current year.
8. No salary increment for the current year.
9. Suspension of employment in the following year.
10. Non-renewal of appointment after one year.

第九條、本院專任教師經二次「再評鑑」仍未達通過標準者，應不予續聘。本院專任講師、助理教授及副教授，須於六年內申請升等並獲審查通過，未通過者，不予晉薪。第七年期滿仍未獲升等審查通過者不予續聘。

教師有下列情事之一者，得申請延長升等年限，並提經各級教師評審委員會審議通過：

- 一、因懷孕、生產、申請育嬰留職停薪、領有全民健康保險重大傷病卡或遭遇重大變故者，每次以延長二年為限，其中以重大傷病或遭遇重大變故申請者，同一事由以一次為限，並應檢附足資佐證之資料及升等輔導計畫書，計畫書應載明延長升等年限期間之升等規劃。
- 二、因配偶有懷孕、生產者，每次至多延長一年。
- 三、因借調至政府機關、公立研究機構、公營事業機構或政府捐助之財團法人者，延長年限等同借調年限，惟延長後之升等年限期滿日與該學期結束日不同時，得以該學期結束日為升等年限期滿日。

教師因休假研究、出國進修研究、留職停薪、領有全民健康保險重大傷病卡、育兒、突遭重大變故或有前項事實者，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 9 Faculty who fail two consecutive re-evaluations shall not be reappointed. Full-time lecturers, assistant professors, and associate professors must apply for and be approved for promotion within six years; otherwise, no salary increment shall be granted. Those who still fail to be promoted by the

seventh year shall not be reappointed.

Extension of the promotion deadline may be applied for under the following conditions, subject to review and approval by faculty review committees at all levels:

1. In cases of pregnancy, childbirth, parental leave, holding a major illness certificate, or encountering major incidents, an extension of up to two years may be granted per event. For major illnesses or incidents, the extension is limited to once per reason, and supporting documents as well as a promotion support plan must be submitted, specifying the promotion timeline during the extended period.
2. One-year extension per instance for pregnancy or childbirth of the faculty member's spouse.
3. For secondments to government agencies, public research institutions, state-owned enterprises, or foundations sponsored by the government, the extension shall be equal to the secondment period. If the new deadline does not coincide with the end of an academic term, it may be extended to the end of that term.

Faculty on sabbatical, overseas study, unpaid leave, with a major illness certificate, or encountering major incidents, may apply through administrative procedures to defer the evaluation or re-evaluation, with supporting documentation.

第十條、教師評鑑小組得依據評鑑結果，建請院長推薦教學、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 Based on evaluation results, the Faculty Evaluation Committee may recommend outstanding faculty members in teaching, research, or service to the Dean for nomination as candidates for the University's "Distinguished Teaching Award," "Outstanding Research Award," "Young Faculty Research Award," or "Outstanding 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 dispute the evaluation results may file an appeal within thirty days of receiving the written notice, attaching specific evidence and following the procedures specified by the University's Faculty Appeal and Review Committee Guidelines.

If dissatisfied with the University's Faculty Appeal and Review Committee decision, the appellant may further appeal to the Central Faculty Appeal and Review Committee of the Ministry of Education.

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 Evaluation of full-time research personnel at the College shall follow the same procedures as those 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 Matters not covered by these Regulations shall be handled in accordance with relevant University policies.

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 Regulations shall be implemented upon approval by the College Affairs Meeting and subsequent ratification by the University President. Amendments shall follow the same procedure.