

National Sun Yat-Sen University

Teaching Survey Implementation Regulations

Approved at the 4th administrative meeting in the 1999 academic year, February 26, 1999

Modified and approved at the 90th administrative meeting during the 2001 academic year, December 28, 2001

Modified and approved at the 108th administrative meeting during the 2005 academic year, June 09, 2006

Modified and approved at the 112th administrative meeting during the 2006 academic year, June 14, 2007

Modified and approved at the 115th administrative meeting during the 2007 academic year, March 20, 2008

Modified and approved at the 1st temporary administrative meeting during the 2007 academic year, July 17, 2008

Modified and approved at the 118th administrative meeting during the 2008 academic year, December 11, 2008

Modified and approved at the 122nd administrative meeting during the 2009 academic year, December 14, 2009

Modified and approved at the 124th administrative meeting during the 2009 academic year, June 15, 2010

Modified and approved at the 126th administrative meeting during the 2010 academic year, December 17, 2010

Modified and approved at the 160th administrative meeting during the 2018 academic year, May 20, 2018

Modified and approved at the 174th administrative meeting during the 2022 academic year on December 5rd, 2022

- Article 1 The “*Teaching Survey Implementation Regulations of National Sun Yat-Sen University*” (hereinafter referred to as the “Regulations”) are established to find out the opinion of students on the teaching methods of the teachers, assist the teachers in the improvement of teaching quality, and develop the contents of the questionnaire.
- Article 2 The “Teaching Survey Committee” is established under the Office of Academic Affairs to analyze the results of the survey, modify the contents of the questionnaire and summarize the result of the survey.
- Article 3 The Teaching Survey Committee comprises the dean, deputy dean, director of the Center for Teaching Development and Resources, representative of the academic director of each department/institute/group as selected by each college, Si-Wan College, and college of research) and representative of teachers. The representative of each college, Si-Wan College, and college of research have a two-year term. When the representative of the academic director leaves the office, the successor will act as the representative until the end of the term. The members of the Committee can renew his/her term of office when re-selected as a member.
- Article 4 The Teaching Survey Committee convenes a meeting at least once a semester with the dean as the convener in principle. If required, one or two student representatives can be invited to the meeting or scholars inside and outside the university can be invited as advisers for the meeting.
- Article 5 The Teaching Survey Committee shall establish the “Teaching Survey Implementation Bylaws” to govern implementation principles such as the type and contents of the questionnaire, as well as the calculation method of the score.
- Article 6 Objects of the teaching survey are basically all courses of the university.
- Article 7 The personnel who participate in the implementation of the survey and analysis of the

results of the survey shall abide by the confidential principle.

Results of the survey can be provided to the competent authority, unit and committee for reference under confidential principle in order to enhance the teaching quality, improve the teaching measurement, and meet the requirements of for incentive, follow-up and guidance.

Article 8 The Regulations are approved by the Teaching Survey Committee and at the meeting of academic affairs. It is implemented after being approved by the president. The same procedure is applicable to the amendment of the Regulations.

These guidelines are enacted in Chinese, which shall prevail in case of any discrepancy between the English translation and the Chinese original.

國立中山大學教學意見調查實施辦法

88.2.26 88學年度第4次行政會議通過
90.12.28 90學年度第90次教務會議修正通過
95.6.9 94學年度第108次教務會議修正通過
96.6.14 95學年度第112次教務會議修正通過
97.3.20 96學年度第115次教務會議修正通過
97.7.17 96學年度第1次臨時教務會議修正通過
97.12.11 97學年度第118次教務會議修正通過
98.12.14 98學年度第122次教務會議修正通過
99.5.3 98學年度第124次教務會議修正通過
108.5.20 107學年度第160次教務會議修正通過

- 第一條 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），研議有關教學意見調查等事宜。
- 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。
- 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、各學院及西灣學院推選系所(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。
- 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。
- 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」。
- 第六條 教學意見調查實施對象原則上為全校所有課程。
- 第七條 參與執行實施調查及作統計分析之單位或人員必須遵守保密原則。
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。
- 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。