

國立中山大學工學院進用外籍教學人員考核要點

Guidelines on the Assessment of International Faculty in the College of Engineering

111.11.25.本院 111 學年度第 2 次院務會議通過

Approved at the 2nd College Council meeting on November 25, 2022

111.12.13 本院 111 學年度第 3 次教評會通過

Approved at the 3rd College Faculty Evaluation Committee meeting on December 13, 2022

111.12.29.本校教評會第 420 次會議通過

Approved at the 420th University Faculty Evaluation Committee meeting on December 29, 2022

- 一、 依據本校進用外籍教學人員聘任制度實施方案第六點，訂定本考核要點。
 - I. These guidelines are formulated in accordance with Article 6 of the University's *Implementation of the Appointment of International Faculty*.
- 二、 適用本考核要點人員為依本校進用外籍教學人員聘任制度實施方案進用之外籍教學人員，是類人員聘期以二年為原則。依本要點第三點考核項目，經系所學位學程教評會於每年五月底或十一月底前完成審查，並經本院教評會及校教評會審議通過後，陳請校長核定後始得晉薪及續聘。
 - II. These guidelines apply to international faculty members appointed through the University's *Implementation of the Appointment of International Faculty*, with the appointment term of two years in principle. Department/institute/degree program faculty evaluation committees (hereinafter referred to as the department faculty evaluation committee, the "DFEC") shall complete the initial review in accordance with the assessment items stipulated in Article 3 by the end of May or November. After being reviewed and approved by both the College Faculty Evaluation Committee (CFEC) and the University Faculty Evaluation Committee (UFEC), the cases shall be submitted to the President for final approval before salary increment and appointment renewal take effect.
- 三、 本院外籍教學人員之考核項目及標準：
 - III. Assessment items and criteria for the international faculty in the College of Engineering (hereinafter referred to as the "College") are as follows:
 - (一) 前一學期開設課程之教學意見調查滿意度經系所學位學程教評會及本院教評會審議通過。
 - (1) both the DFEC and CFEC approving satisfactory scores in the teaching survey on the courses offered in the previous semester
 - (二) 二年內需主持國科會計畫或政府部會計畫或產學合作計畫。
 - (2) serving as the principal investigator of research projects granted by National Science and Technology Council (NSTC), governmental projects,

or industry-academia collaboration projects within two years of the appointment

(三) 二年內發表以中山大學具名之學術論文。

(3) publishing academic papers with National Sun Yat-sen University as the affiliation within two years of the appointment

到職第一年或因課程特殊需求聘任者(如全英語專班)，其考核標準為每週授課時數達契約約定時數，表現符合第 1 款，且經系所學位學程教評會、本院教評會審議通過。

The international faculty in their first year of appointment or those appointed for teaching specific courses (e.g. EMI programs) shall be deemed to pass the assessment with approval from the DFEC and CFEC if they fulfill both the stipulated weekly teaching hours in their contract and requirements of Subparagraph 1 of this Article.

到職第二年以上之考核標準，除符合第 1 款及每週授課時數達契約約定時數外，並應符合第 2 款或第 3 款，且經系所學位學程教評會、本院教評會審議通過。

Those with two years of service or above shall be deemed to pass the assessment with approval from the DFEC and CFEC if they fulfill both the stipulated weekly teaching hours in their contract and requirements of Subparagraphs 2 & 3 of this Article.

考核未通過者，得有條件續聘一學年，惟次一學年不得晉薪，經院教評會通知限期改善而未改善者，依規定終止聘任關係。

Those failing the assessment may be reappointed for one academic year on condition, but shall not be eligible for a salary increment in the following academic year. Additionally, their appointment may be terminated in accordance with these guidelines if they fail to make required improvements within the stipulated period notified by the CFEC.

經系所學位學程、院教評會考核後，將晉薪或續聘決議，送請校教評會審議。

Once the assessment is approved by the DFEC and the CFEC, the resolution on the salary increment and appointment renewal of the international faculty shall be submitted to the UFEC for further deliberation.

四、本院各系所學位學程依第二點時程通知外籍教學人員，備妥教學績效、計畫執行、論文發表等資料，送請考核。

IV. Individual departments/institutes/degree programs of the College shall notify the international faculty, based on the timeframe stipulated in Article 2, to prepare

relevant materials regarding their teaching performance, research projects, and published academic papers for assessment.

- 五、 本要點未盡事宜，悉依相關法令及本校相關規定辦理。
- V. Matters not covered herein shall be handled in accordance with relevant laws and University's regulations.
- 六、 本要點經本院教評會及本校教評會審議通過，陳請校長核定後實施，修正時亦同。
- VI. These guidelines are approved by the CFEC, the UFEC, and the President before implementation. Amendments to these guidelines shall follow the same procedure.

國立中山大學工學院進用外籍教學人員考核表

Assessment Form for International Faculty in the College of Engineering

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一、受考核人基本資料

I. Basic information of the faculty

單位 affiliated unit:

姓名 name:

初聘日期 date of initial appointment:

二、受考核人提供資料及附件(如教學績效、計畫執行、論文發表等，請分項條列、說明及檢附佐證資料)

II. The faculty shall provide necessary information and materials (including teaching performance, research projects, published academic papers, etc.), outlined in separate items of the tables below, with corresponding explanations and supporting documents attached.

| 1.授課資料(請檢附佐證資料) | | | | | |
|--|--|------------|---------------|-------------------------------|---|
| (1) Course information (Please attach supporting documents.) | | | | | |
| 學期 semester | 課號 course code | 名稱 name | 學分數 credit | 必/選修 required/ elective | 教學滿意度 satisfactory score of teaching |
| | | | | | |
| | | | | | |
| | 以下請自行增列 Please add more as needed. | | | | |

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| 2.二年內主持國科會計畫或政府部會計畫或產學合作計畫(請條列式說明並檢附計畫核定清單) |
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|---|---------------------------------------|
| (2) Research projects granted by National Science and Technology Council (NSTC), governmental projects, or industry-academia collaboration projects in which the faculty serves as the principal investigator within the past two years (Please provide a bulleted list outlining details and attach the approved project list.) | |
| 1 | |
| 2 | |
| | 以下請自行增列 Please add more as needed. |

| 3. 二年內發表以中山大學具名之學術論文（請條列式說明並檢附論文第一頁） (3) Academic papers published within the past two years with National Sun Yat-sen as the affiliation (Please provide a bulleted list outlining details and attach the first page of the papers.). | | | | |
|---|--|--|--|---------------------------|
| 項次 items | 論文完整目錄（作者、篇名、期刊名或會議名稱、卷期、出版年），請檢附著作第一頁供驗證。 list of each paper (including author, title of paper, journal or conference name, volume/issue, and year of publication) and the first page of each paper for verification | 是否以中山大學名義發表 was it published with National Sun Yat-sen University as the affiliation? | 期刊或會議論文 journal paper or conference paper | 期刊論文等級 journal ranking |
| 1 | | | | |
| 2 | | | | |
| | 以下請自行增列 Please add more as needed. | | | |

三、考核(檢附會議紀錄)

III. Assessment result (attached with meeting minutes)

| |
|--|
| <input type="checkbox"/> 晉薪 salary increment 考核通過，同意 passed, approved for <input type="checkbox"/> 續聘，續聘期間 appointment renewal, period of appointment : |
| <input type="checkbox"/> 考核未通過，得有條件續聘一學年，惟次一學年不得晉薪，經院教評會通知限期改善而未改善者，依規定終止聘任關係。 Those failing the assessment may be reappointed for one academic year on condition, but will not be eligible for a salary increase in the following academic year. Additionally, their |

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|--|--|
| <p>appointment may be terminated in accordance with these guidelines if they fail to make required improvements within the stipulated period notified by the CFEC.</p> | |
| <p>考核未通過理由 (請詳細條列) reasons for failing the assessment (Please list in detail.)</p> | |
| <p>限期改善條件 (請詳細條列) required improvements within stipulated period (Please list in detail.)</p> | |
| <p>系所學位學程主管 (請親自簽名) signature of the head of department/ institute/degree program (Please sign here.)</p> | |