

國立中山大學海洋環境及工程學系教師升等審查要點

Guidelines on the Evaluation of Professorship Rank Promotion in the Department of Marine Environment and Engineering

112.02.21 111 學年度第 5 次系教師評審委員會通過
Approved at the 5th Department Faculty Evaluation Committee meeting on February 21, 2023

112.03.21 111 學年度第 4 次系務會議修正通過
Amended and approved at the 4th Department Council meeting on March 21, 2023

112.04.10 海科院 111 學年度第 7 次院教評會議通過
Approved at the 7th College Faculty Evaluation Committee meeting on April 10, 2023

112.05.22 奉校長核定
Approved by the President on May 22, 2023

- 一、為審議本系專任教師升等審查，謹依據本校教師評審委員會設置辦法、教師升等審查辦法，暨海洋科學學院教師升等審查要點、海洋環境及工程學系教師評審委員會設置辦法，訂定本要點以憑辦理。
 - I. These Guidelines are established in accordance with the University's *Regulations for the Establishment of Faculty Evaluations Committees, Regulations for the Evaluation of Professorship Rank Promotion, and Guidelines on the Evaluation of Professorship Rank Promotion in the College of Marine Sciences, and Regulations for the Establishment of Faculty Evaluation Committee in the Department of Marine Environment and Engineering* to handle the evaluation of professorship rank promotion of the full-time faculty in the Department of Marine Environment and Engineering (hereinafter referred to as the "Department.")
- 二、本系各級教師申請升等者，應符合本校教師升等審查辦法與海洋科學學院教師升等審查要點之規定。
 - II. Faculty members of all levels in the Department applying for promotion shall meet the requirements outlined in the University's *Regulations for the Evaluation of Professorship Rank Promotion and Guidelines on the Evaluation of Professorship Rank Promotion in the College of Marine Sciences*.
- 三、本系專任教師欲申請第一學期(8月1日)升等應於同年2月7日前提出申請；欲申請第二學期(2月1日)升等之教師應於前一年8月16日前提出申請。
 - III. Full-time faculty members in the Department who wish to apply for promotion in the first semester (August 1st) shall submit their application before February 7th of the same year. Those applying for promotion in the second semester (February 1st) shall submit their application before August 16th of the previous year.
- 四、教師升等系級審查需系教評會委員三分之二(含)以上出席，依本校之升等管道分為一般研究類、技術應用類、教學研究類，進行兩階段之審查。第一階段就申請資格進行審查，第二階段就研究績效、教學績效及服務績效進行(審查)。通過第一階段審查者，方可進入第二階段之審查。

IV. The department-level review for faculty promotion requires the attendance of at least two-thirds of the members of the Department Faculty Evaluation Committee (hereinafter referred to as the “DFEC”). The review is conducted in two stages and follows the University’s promotion pathways: general research, technology application, and pedagogical research. In the first stage, the applicant’s qualification is assessed. In the second stage, the applicant’s research performance, teaching performance, and service performance are evaluated. Only applicants who pass the first stage are eligible to proceed to the second stage of the review.

(一) 第一階段：申請資格審查。

(1) First Stage: Qualification review

1. 本系各級教師申請升等者，除應符合本校教師升等審查辦法相關規定外，並應符合海洋科學學院教師升等審查要點之教師升等之條件。申請升等之教師可提供外審委員建議名單與迴避名單及理由供系教評會參考。
 - i. Faculty members of all levels in the Department applying for promotion shall not only meet the relevant requirements outlined in the University’s *Regulations for the Establishment of Faculty Evaluation Committees* but also fulfill the promotion criteria specified in *Guidelines on the Evaluation of Professorship Rank Promotion in the College of Marine Sciences*. Applicants may provide the DFEC with the list of recommended external reviewers and a recusal list along with reasons, for consideration.
2. 符合本校教師升等審查辦法及本院教師升等審查要點升等之條件方為 通過第一階段審查。
 - ii. Applicants meet the promotion criteria outlined in the University’s *Regulations for the Evaluation of Professorship Rank Promotion* and *Guidelines on the Evaluation of Professorship Rank Promotion in the College of Marine Sciences*, are considered passing the first stage of the review.

(二) 第二階段：本系教師評審委員會審議案件時，應依本校教師升等各項評 分原則評定。各項成績計分比率如下：

(2) Second Stage:

The DFEC reviews cases, it shall evaluate cases in accordance with the University's faculty promotion scoring guidelines. The score distribution for each category is as follows:

一般研究類

General Research

A. 學術產學研究績效：滿分 70 分，B.教學績效：滿分 20 分，C.服

服務績效：滿分 10 分。

A. Academic and Industrial Research Performance: Maximum 70 points

B. Teaching Performance: Maximum 20 points

C. Service Performance: Maximum 10 points

技術應用類

Technology Application

A. 學術產學研究績效：滿分 70 分，B.教學績效：滿分 20 分，C.服務績效：滿分 10 分。

A. Academic and Industrial Research Performance: Maximum 70 points

B. Teaching Performance: Maximum 20 points

C. Service Performance: Maximum 10 points

教學研究類

Pedagogical Research

A. 學術產學研究績效：滿分 60 分，B.教學績效：滿分 30 分，C.服務績效：滿分 10 分。

A. Academic and Industrial Research Performance: Maximum 70 points

B. Teaching Performance: Maximum 20 points

C. Service Performance: Maximum 10 points

其中本系服務績效滿分 10 分，評分標準：

The Service Performance score has a maximum of 10 points, with the following evaluation criteria:

- (1) 行政服務：擔任並實際出席系院校各委員會召集人或委員會委員、會議代表及行政職務：1 次加 0.1 分，一學期最高 0.5 分，最高分為 3 分。
 - (i) Administrative Service: Serving as and actively attending Department, College, or University committee meetings as a convener, committee member, meeting representative, or holding an administrative position: 0.1 points per occurrence, with a maximum of 0.5 points per semester and a total maximum of 3 points.
- (2) 優良導師：校優良導師獎加 1.5 分，院優良導師獎加 1 分、系優良導師加 0.5 分，同一年度採計最高分者。
 - (ii) Outstanding mentor awards: University level 1.5 points, College level 1 point, Department level 0.5 points.
- (3) 參與系務會議：本職級出席每次加 0.2 分，最高採計 4 分。經教評會同意之休假及出國研究等期間之系務會議得不計在內。

(iii) Participation in Department Council meeting: Each attendance at a Department Council meeting grants 0.2 points for this rank, with a maximum of 4 points. Department Council meetings during periods of approved leave or overseas research, as agreed upon by the Faculty Evaluation Committee, be excluded from the calculation.

(4) 支援系/院/校務/校外活動：招生活動、監試委員、試務委員、學術刊物編輯、學術活動舉辦、主持或執行各類校務或教學專案計畫、SDG 行動、USR 行動、學術活動參訪接待、參加系所學生活動、引進產學合作計畫，提供學生實習、就業機會、實驗室(研究室)服務、實驗室(研究室)安全衛生認證等或經系教評認可之服務事蹟可提升本系之聲望 一次每項 0.5 分，最高採計 5 分。

(iv) Support for Department/College/University/External Activities: Includes recruitment, exam duties, academic editing, organizing events, leading projects, SDG/USR actions, hosting visits, student activities, industry collaboration, internships, lab services, safety certifications, and other services recognized by the Faculty Evaluation Committee. Each activity grants 0.5 points, up to a maximum of 5 points.

(5) 以上各項合計之總分最高 9 分。

(v) The total score for the above items shall not exceed a maximum of 9 points.

(6) 系所教評會評定之服務成績得加減至多 1 分。

(vi) The service score determined by the Department Faculty Evaluation Committee may be adjusted by up to 1 point, either added or deducted.

(三) 本系教師評審委員會審議程序與通過等規定，均依本校海洋科學學院教師升等審查要點辦理。

(3) The review procedures and approval regulations of the DFEC are conducted in accordance with *Regulations for the Evaluation of Professorship Rank Promotion in the College of Marine Sciences*.

五、申請升等之教師，未通過升等審查者，本系教評會應敘明具體理由及檢附外審意見通知申請人。

V. For faculty members applying for promotion who fail the review, the DFEC shall provide specific reasons and include external review comments to notify the applicant.

申請人如不服前項審查結果，得依本校教師升等審查辦法提出申復；或依本校教師申訴評議委員會組織及評議要點向本校教師申訴評議委員會提出申訴。

If the applicant disagrees with the result, they may file an appeal according to the University's *Regulations for the Evaluation of Professorship Rank Promotion* or submit a complaint to the Faculty Appeal Handling Committee in accordance with *Guidelines on the Establishment of the Faculty Appeal Handling Committee*.

六、 本要點未規定事項悉依專科以上教師資格審定辦法、本校教師升等審查辦法及本校海洋科學學院教師升等審查要點等相關法規規定辦理。

VI. Any matters not specified in these guidelines shall be handled in accordance with *Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education*, the University's *Regulations for the Evaluation of Professorship Rank Promotion*, and *Regulations for the Evaluation of Professorship Rank Promotion in the College of Marine Sciences*, as well as other relevant regulations.

七、 本要點經本系教評會、系務會議及海洋科學學院教師評審委員會審議通過後，陳請校長核定後實施，修正時亦同。

VII. These regulations are approved by the DFEC, the Department Council, and the College Faculty Evaluation Committee, and then the President before implementation. Amendments to these regulations shall follow the same procedure.

國立中山大學海洋環境及工程學系教師升等服務計分表

Faculty Promotion Service Scoring Sheet

系所：海洋環境及工程學系Department of Marine Environment and Engineering

姓名Name： 擬升等等級 Proposed Promotion Level：

本職級生效日 Effective Date： / /

請寫出年度及具體事項，下列表格不足，可自行增加

Please specify the year and corresponding items. If the table below is insufficient, you may add additional forms as needed."

審查項目 Review Items	服務年度及事蹟 Year of Service and Accomplishments	教師自評分數Self-assessed Score	備註 Notes
(1)行政服務 Administrative Service			
(1-1)擔任校級委員會委員、會議代表及行政職務 Serving as a committee member, meeting representative, or holding an administrative position at the University level	1. 2. 3.		
(1-2)擔任本校院級委員會委員、會議代表及行政職務 Serving as a committee member, meeting representative, or holding an administrative position at the College level	1. 2. 3.		
(1-3)擔任本校系級委員會委員或會議代表 Serving as a committee member, meeting representative, or holding an administrative position at the Department level	1. 2. 3.		
(1)小計Subtotal (一學期最高 0.5 分，最高分為 3 分) (The maximum score for one semester is 0.5 points, and the maximum score is 3 points.)			

(2)優良導師Outstanding Mentors			
(2-1)校優良導師 University level of Outstanding Mentors	1. 2. 3.		
(2-2)院優良導師 College level of Outstanding Mentors	1. 2. 3.		
(2-3)系優良導師 Department level of Outstanding Mentors	1. 2. 3.		
(2)小計Subtotal (同一年度採計最高分者) Adopt the highest score in the same year			
(3)參與系務會議 Participation in Department Council Meetings			
系務會議 Department Council Meetings	請填寫日期 Please provide the date		
(3)小計Subtotal (本職級出席每次加 0.2 分，最高採計 4 分) For each attendance at this rank, 0.2 points will be added, with a maximum of 4 points being counted.			
(4)支援系/院/校務/校 外活動 Supporting Department/ College/ University/ External Activities			
(4-1)擔任本校各項招生 宣導工作 Serving in various recruitment activities for the University	1. 2. 3.		
(4-2)擔任本校各項考試 之監試委員 Serving as a proctor for various University examinations	1. 2. 3.		
(4-3)擔任本校各項招生 學、術科考試之命 題、閱卷、評審等試	1. 2. 3.		

<p>務工作</p> <p>Serving in examination-related tasks such as question setting, grading, and reviewing for various academic and practical recruitment exams at the University</p>			
<p>(4-4)編輯學術刊物編輯</p> <p>Serving as an editor for academic journals</p>	<p>1.</p> <p>2.</p> <p>3.</p>		
<p>(4-5)院、系所學術活動舉辦</p> <p>Organizing academic events at the College or Department</p>	<p>1.</p> <p>2.</p> <p>3.</p>		
<p>(4-6)主持或執行各類校務或教學專案計畫</p> <p>Leading or executing various University administrative or teaching project plans</p>	<p>1.</p> <p>2.</p> <p>3.</p>		
<p>(4-7)SDG 行動</p> <p>(永續發展目標)</p> <p>Sustainable Development Goals</p>	<p>1.</p> <p>2.</p> <p>3.</p>		
<p>(4-8)USR 行動</p> <p>University Social Responsibility</p>	<p>1.</p> <p>2.</p> <p>3.</p>		
<p>(4-9)學術活動參訪接待</p> <p>Visitor reception of academic activity</p>	<p>1.</p> <p>2.</p> <p>3.</p>		
<p>(4-10)參加系所學生活動</p> <p>Attend student's activity</p>	<p>1.</p> <p>2.</p> <p>3.</p>		
<p>(4-11)引進產學合作計畫，提供學生實習、就業機會</p> <p>Introduce academia-industry cooperation: provide student internship and employment opportunities</p>	<p>1.</p> <p>2.</p> <p>3.</p>		

(4-12)實驗室(研究室) 服 務、實驗室(研究 室)安全衛生認證 Laboratory services 、 laboratory safety and hygiene accreditation	1. 2. 3.		
(4-13)其他服務事 蹟 Other service and accomplishments	1. 2. 3.		
(4)小計Subtotal (一次每項 0.5 分 , 最高採計 5 分) (The maximum score for each item is 0.5 points, and the maximum score is 5 points.)			
(5)=(1)+(2)+(3)+(4)小計 (以上各項合計之總分最高 9 分) (5)=(1)+(2)+(3)+(4)Subtotal (The total score for the above items is a maximum of 9 points)			
(6) 系所教評會評定之服務成績 (系所教評會評定之服務成績得加減至多 1 分) The service score is determined by the Department Faculty Evaluation Committee. (The service score may be adjusted by up to 1 point, either added or deducted)			
(5)+(6)總計 (5)+(6)Total			

填表人簽章/Signature: _____ 日期/Date: _____