

國立中山大學社會科學院教師評鑑實施要點

Guidelines on the Implementation of Faculty Performance Assessment in the College of Social Sciences

108.9.24 社科院 108 學年度第 1 次教師評審委員會修正通過

109.03.04 社科院 108 學年度第 3 次院務會議修正通過

109.06.111 本校第 400 次院教評會修正通過

Amended and approved at the 400th University Faculty Evaluation Committee meeting on June 11, 2020

一、國立中山大學社會科學院(以下簡稱「本院」)為提升本院教師教學、研究、輔導及服務品質，依據國立中山大學教師評鑑辦法之規定訂定「國立中山大學社會科學院教師評鑑實施要點」(以下簡稱本要點)。

I. These guidelines are formulated to enhance the quality of teaching, research, and counseling & services of the faculty in the College of Social Sciences (hereinafter referred to as the “College”) in accordance with the University’s *Regulations for Faculty Performance Assessment*.

二、受評年限：

II. Assessment period:

(一) 凡符合本校教師評鑑辦法免評鑑資格者，得免予評鑑外，其餘專任教師任教滿五年均應依本校教師評鑑辦法、本校教師評鑑作業細則及本要點接受一次評鑑。對於應接受評鑑年數之計算有疑義時，由人事室解釋之。

(1) The faculty qualified for exemption criteria stipulated in the University’s *Regulations for Faculty Performance Assessment* may be free from the assessment, whereas other full-time faculty shall be assessed every five years of employment in accordance with the University’s *Regulations for Faculty Performance Assessment*, *Guidelines on the Detailed Implementation of Faculty Performance Assessment*, and the guidelines herein. When there exist doubts regarding the calculation of the number of years for assessment, the explanation of Office of Personnel Services shall prevail.

(二) 本院 109 學年度起到職之新聘專任教師，另依本院「新進教師評鑑實施要點」接受評鑑。

(2) New full-time faculty employed from the 2020-21 academic year shall be assessed in accordance with *Guidelines on the Implementation of New*

Faculty Performance Assessment in the College of Social Sciences.

三、評鑑項目：本院教師評鑑項目計教學、研究及服務三項。

III. Assessed items: The faculty performance assessment is conducted on the three categories of teaching, research, and counseling & services.

四、通過標準：

IV. Passing criteria:

(一) 評鑑項目分數之計算方式悉依本校教師評鑑指標表評定之。所有受評教師通過標準，各評鑑項目成績均應達七十分(含)以上者始為通過評鑑。

(1) Each category shall be scored in accordance with the University's Faculty Assessment Form. The faculty deemed passing the assessment shall receive a score of at least 70 in each category.

(二) 本人領有「重大傷病卡」或「身心障礙手冊」之教師其通過標準，由當學年度本院教師評鑑委員會決議。

(2) The passing criteria for the faculty holding a "Major Illness Card" or a "Disability Card" shall be deliberated by the Faculty Assessment Committee (FAC) of the College in the current academic year.

五、評鑑程序：

V. Assessment procedure:

(一) 各系所於評鑑學年初彙整須受評鑑及免受評鑑教師名單。

(1) Each department/institute/degree program/center shall compile the lists of the faculty who will be assessed and who will not at the beginning of each academic year.

(二) 須受評鑑教師應備齊評鑑項目相關資料，依時程提送所屬系所教師評審委員會查核確認。

(2) The faculty to be assessed shall submit relevant documents to their affiliated department/institute/degree program/center faculty evaluation committee (hereinafter referred to as the department faculty evaluation committee, the "DFEC") for verification according to the schedule timeframe.

(三) 系所教師評審委員會就教師受評資料查核確認後，依院訂定時程送本院教師評鑑委員會審議。

(3) The DFEC shall submit the verified documents to the FAC for deliberation according to the scheduled timeline stipulated by the College.

(四) 本院教師評鑑委員會之組成，依本校教師評鑑辦法第六條規定辦理。

(4) The FAC shall be established in accordance with Article 6 of the University's *Regulations for Faculty Performance Assessment*.

六、 評鑑結果：評鑑結果分為「通過」、「條件式通過」、「未通過」。

VI. Assessment results: The results shall be classified into “pass,” “conditionally pass,” and “fail.”

七、 申覆程序：

VII. Grievance procedure:

(一) 本院教師評鑑委員會應將教師評鑑結果（含教師評鑑委員審查意見）以書面通知受評人及所屬系（所），並同時送教務處彙整，再送校教師評審委員會決議。

(1) The FAC shall notify the faculty under assessment and their affiliated department/institute/degree program/center of the assessment results with the review opinions in writing, and submit the results to the Office of Academic Affairs for compilation. The final resolution shall be made by the University Faculty Evaluation Committee (UFEC).

(二) 受評人如有異議，得於接到通知後次日起十五個工作日內向本院教師評審委員會提出書面申覆。對申覆結果不服者，得向校教師評審委員會提出書面再申覆。對再申覆結果不服者，得向學校教師申訴評議委員會提出書面申訴。

(2) The faculty under assessment objecting to the resolution may file a written grievance to the College Faculty Evaluation Committee (CFEC) within fifteen days starting from the next day of receiving the notification. The faculty objecting to the resolution of the CFEC may file a written grievance to the UFEC. The faculty objecting to the resolution of the UFEC may file a written appeal to the Faculty Appeal Handling Committee.

八、 準用規範：本要點未盡事宜，悉依本校教師評鑑相關規定辦理。

VIII. Supplementary provision: Matters not covered herein shall be handled in accordance with the University's relevant regulations.

九、 立法程序：本要點經院教師評審委員會議與院務會議訂定後，送校教師評

審委員會通過後實施，修正時亦同。

- IX. Legislative procedure: These guidelines are formulated by the CFEC and the College Council and approved by the UFEC before implementation. Amendments to these guidelines shall follow the same procedure.