

國立中山大學管理學院進用外籍教學人員考核要點

College of Management Guidelines Governing the Appointment and Evaluation of Foreign Faculty

107.02.27 106學年度第4次院教評會通過
Approved by the 4th Teacher Evaluation Committee at the College-level on February 27, 2018, Academic Year 106
107.05.3 106學年度第386次校教評會通過
Approved by the 386th Teacher Evaluation Committee at the University-level on May 3, 2018, Academic Year 106
109.04.14 108學年度第5次院教評會修正通過
Amended and Approved by the 5th Teacher Evaluation Committee at the College-level on April 14, 2020, Academic Year 108
109.05.07 108學年度第399次校教評會修正通過
Amended and Approved by the 399th Teacher Evaluation Committee at the University-level on May 7, 2020, Academic Year 108
111.12.06 本校管理學院111學年度第3次院教評會修正通過
Amended and Approved by the 3rd Teacher Evaluation Committee at the College-level on December 6, 2022, Academic Year 111
111.12.29 本校111學年度第420次校教評會修正通過
Amended and Approved by the 420th Teacher Evaluation Committee at the University-level on December 29, 2022, Academic Year 111

- 一、本院為評鑑依據本校進用外籍教學人員聘任制度實施方案進用外籍教學人員，訂定本要點。
- These guidelines are established to evaluate foreign faculty in accordance with the University's Guidelines Governing the Appointment and Evaluation of Foreign Faculty.
- 二、本方案進用人員（以下簡稱教學人員）聘期及聘任程序依本校進用外籍教學人員聘任制度實施方案辦理，惟服務每屆滿一年之當學期，須通過評鑑考核始得續聘或晉薪。教學人員需提供第三點相關之資料，並經每學期第二次院教評會考核通過並將建議聘期及晉薪，提送校教評審會議。
新聘及續聘案通過後，由人事室辦理發聘；聘任契約應由提聘單位主管審閱核章後，再送教學人員簽章，並由人事室用印後轉發當事人。
- The term of appointment and appointment process of the recruited foreign faculty (hereinafter as academic teaching staff) shall follow the 'University's Guidelines Governing the Appointment and Evaluation of Foreign Faculty'. The academic teaching staff must pass the evaluation in each teaching year before an appointment renewal or an annual increment. The academic teaching staff shall provide documents stated in Point 3 of this Guideline to the College-level Faculty Evaluation Committee for review in the 2nd committee meeting of each semester. Upon review and approval by the College-level Faculty Evaluation Committee, the Committee will decide on the appointment term and annual increment. The Committee will then submit the proposal to the University-level Faculty Evaluation Committee for review. Upon the approval of the new appointment and appointment renewal, the Office of Personnel Services will process the proposal, and hiring contract shall be reviewed and signed by the supervisor of the proposing unit, then send it to the academic teaching staff for signature, and forward to the Office of Personnel Services for ink before sending the official contract to the academic teaching staff.
- 三、教學人員續聘除應符合第1款外，並應符合第2款或第3款，且經本院教評會審核通過續聘條件。
- 教學意見調查結果其教學意見調查滿意度達5.5分以上（七分量表）或達最近一學期本院全英語授課教學意見調查滿意度平均以上。
 - 主持國家科學及技術委員會計畫或院教師評審委員會認可之政府計畫。
 - 有學術論文發表。
- 前項教學意見調查以本校教務處辦理為原則，惟聘期屆滿之學期，由聘任

單位系級教評會通過之教學意見調查問卷，由聘任單位自行施測及分析。
第一項之續聘條件應載明於契約內容。

3. The appointment renewal of the academic teaching staff is subject to fulfilling the requirement (i) and at least one of requirements (ii) or (iii). Appointment renewal must pass the evaluation and be approved by the College-level Faculty Evaluation Committee.
 - i. Scored 5.5 or more (on a 7-point scale) in student course evaluations or scored above the average score in the most recent semester for English-taught Courses.
 - ii. Conducted National Science and Technology Council projects or governmental projects approved by the College-level Faculty Evaluation Committee.
 - iii. Published academic papers

Student course evaluations shall be conducted by the Office of Academic Affairs, with the exception of the semester in which the term of appointment expires. The hiring unit shall collect and analyze student evaluation surveys approved by the Department-level Faculty Evaluation Committee in the exceptional semester.

The conditions of renewal of appointment in Point 1 shall be stated in the contract.

- 四、本方案進用之教學人員聘期以契約為主。新聘或聘期為一年者，第一個學期之教學意見調查結果應送系級教評會審議。未通過系級教評會考核者，給予次一個學期之改善期間，若第二個學期考核仍未通過，不予續聘。

聘期為二年者，由聘任單位教評會檢視每學期之教學意見調查結果，未符合第三點規定者，應進行職涯輔導並給予具體建議及改善期。若聘期屆滿當學期提送院教評會未通過者，不予續聘。

經系、院教評會考核後，將晉薪及續聘建議送校教評會審議。

4. The term of appointment for the academic teaching staff appointed through this process shall be contract-based. Newly appointed or first-year renewed faculty shall submit the student course evaluation results to the Department-level Faculty Evaluation Committee for review. Academic teaching staff who fail to pass the Department-level Faculty Evaluation Committee review or fail to meet the requirements stated in this guideline are given one semester for improvement. If the academic teaching staff fails to pass the second semester's evaluation, then he/she will not be offered a renewal appointment.
Academic teaching staff with a two-year appointment term shall be evaluated by the Faculty Evaluation Committee of the hiring unit based on the teaching evaluation results of each semester. Faculty who fail to meet the requirements of Point 3 in this guideline shall be given career counseling with constructive advice and a period for improvement. In the semester in which the term of appointment expires, the academic teaching staff who fail to pass the evaluation by the College-level Faculty Evaluation Committee will not be offered a renewal appointment.

Upon review and approval by the Department-level and College-level Faculty Evaluation Committee, the Committee will decide on the annual increment and appointment renewal. The Committee will then submit the proposal to the University-level Faculty Evaluation Committee for review.

- 五、本要點未盡事宜悉依本校進用外籍教學人員聘任制度實施方案辦理。

5. Items not included in this guideline shall be processed in accordance with the University's Guidelines Governing the Appointment and Evaluation of Foreign Faculty.

- 六、本要點經院教師評審委員會通過、校教師評審委員會備查後實施，修正時亦同。

6. These Guidelines, as well as its amendments, shall be effective upon approval by the College-level Faculty Evaluation Committee and the University -level Faculty Evaluation Committee.

中英文版本如有牴觸或不相符之處，應以中文版本為準。

Above regulation were translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese always takes precedence.