

國立中山大學醫學院教師評鑑實施要點

Guidelines on the Implementation of Faculty Performance Assessment in the College of Medicine

111 年 11 月 02 日 111 學年度第 1 次院務會議訂定

111 年 11 月 17 日 111 學年度第 418 次校教師評審委員會會議修正通過

Amended and Approved at the 418th University Faculty Evaluation Committee meeting on November 17, 2022

一、國立中山大學醫學院(以下簡稱本院)為提昇本院教師教學、研究、輔導及服務品質，特依本校教師評鑑辦法訂定本院教師評鑑實施要點(以下簡稱本要點)。

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

二、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評鑑。

II. 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 in accordance with the University's *Regulations for Faculty Performance Assessment, Guidelines on the Detailed Implementation of Faculty Performance Assessment*, and the guidelines herein.

本院 109 學年度起新聘之助理教授、副教授於第一次接受評鑑時，另依本院新聘教師評鑑實施要點辦理。

New assistant and associate professors employed from the 2020-21 academic year shall undergo the first assessment in accordance with *Guidelines on the Implementation of New Faculty Performance Assessment in the College of Medicine*.

三、本院教師評鑑項目計教學、研究、輔導及服務三項。

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

四、除臨床教師外，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。本院臨床教師評鑑指標表另訂之。

IV. Each category shall be scored in accordance with the University's Faculty Assessment Form, except for clinical faculty. Clinical Faculty Assessment Form of the College of Medicine shall be established separately.

五、 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。

V. The faculty are deemed passing the assessment when receiving a score of at least 70 in each category.

受評教師領有「重大傷病卡」或「身心障礙手冊」者，其通過標準由當學年度本院教師評鑑委員會議決。

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

六、 辦理評鑑程序：

VI. Assessment procedures:

(一) 各系所於每學年度初彙整免受評鑑教師及須受評鑑教師名單送教務處辦理。

(1) Each department/institute shall compile and submit to the Office of Academic Affairs (OAA) the lists of the faculty who will or who will not be assessed at the beginning of each academic year.

(二) 受評教師應備齊評鑑項目相關資料，於評鑑當學年度 12 月 15 日前提送所屬系所教師評審委員會就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。

(2) The faculty to be assessed shall submit relevant documents to their affiliated department/institute faculty evaluation committee for verification before December 15 of the current academic year. The said committee shall then submit the verified documents to the FAC for deliberation according to the scheduled timeline stipulated by the College.

七、 評鑑結果分為「通過」、「條件式通過」、「未通過」。

VII. Assessment results shall be classified into “pass,” “conditionally pass,” and “fail.”

八、 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)以書面通知受評教師及所屬系(所)，並同時送教務處彙整，再送校教師評審委員會議決。

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

受評教師如有異議，得於接到通知後次日起 15 個工作日內向本院教師評審

委員會提出書面申復。對申復結果不服者，得向校教師評審委員會提出書面再申復。對再申復結果不服者，得向學校教師申訴評議委員會提出書面申訴。

The faculty under assessment objecting to the resolution shall file a written appeal to the College Faculty Evaluation Committee (CFEC) within 15 days starting from the next day of receiving the notification. The faculty objecting to the resolution of the CFEC may file a written appeal to the UFEC. The faculty objecting to the resolution of the UFEC may file a written appeal to the Faculty Appeal Handling Committee.

九、 本要點未盡事宜，悉依相關規定辦理。

IX. Matters not covered herein shall be handled in accordance with relevant regulations.

十、 本要點經院務會議訂定後，送校教師評審委員會通過後實施，修正時亦同。

X. These guidelines are formulated by the College Council and approved by the UFEC before implementation. Amendments to these guidelines shall follow the same procedure.