

國立中山大學管理學院教師評鑑實施要點

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

109.05.12 108 學年度第 4 次院務會議通過

Amended and approved at the 4th College Council meeting on May 12, 2020

109.06.11 108 學年第 400 次校教評會通過

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

一、國立中山大學管理學院(以下簡稱「本院」)為提昇本院教師教學、研究、輔導及服務品質，辦理教師評鑑事宜，依本校教師評鑑辦法特設置本院教師評鑑實施要點。

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

二、適用對象：

II. Faculty applicable:

本院依本校教師評鑑辦法應受評鑑之編制內之專任教師，但本院自109學年起新聘助理教授、副教授於第一次接受評鑑時，另依本院新聘助理教授、副教授第一次評鑑實施要點辦理。

Full-time faculty within the manning quota in the College shall be assessed in accordance with the University's *Regulations for Faculty Performance Assessment*. Nevertheless, new assistant and associate professors employed after the 2020-21 academic year shall undergo the first assessment in accordance with *Guidelines on the Implementation of the First Faculty Performance Assessment for New Associate and Assistant Professors in the College of Management*.

三、評鑑程序：

III. Assessment Procedure:

本院受評教師應配合本院教師評審委員會議時間提供教師個人評鑑資料，提經院教評會審定後，續依本校教師評鑑辦法及本校教師評鑑作業細則組成教師評鑑委員會與辦理評鑑作業。

Faculty members to be assessed shall submit their assessment documents to the

College Faculty Evaluation Committee (CFEC) for deliberation according to the meeting schedule. After approval from the CFEC, the Faculty Assessment Committee (FAC) of the College shall be formed to conduct the assessment in accordance with the University's *Regulations for Faculty Performance Assessment and Guidelines on the Detailed Implementation of Faculty Performance Assessment*.

四、評鑑項目、評鑑年限、通過標準：

IV. Assessment items, period, and passing criteria:

教師評鑑應綜合教學、研究、輔導及服務三大項目。

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

評鑑年限及通過標準等悉依本校教師評鑑辦法及本校教師評鑑作業細則規定。

The assessment period and passing criteria shall comply with the University's *Regulations for Faculty Performance Assessment and Guidelines on the Detailed Implementation of Faculty Performance Assessment*.

五、輔導機制：

V. Assessment mechanism:

(一) 經初評後為「條件式通過」或「未通過」教師，應依其評鑑項目表現，接受系所啟動之輔導機制，由系所主管指派與該受評教師相近領域教師1-2位擔任該名教師輔導人員。

(1) The faculty “conditionally passing” or “failing” the assessment shall follow the assessment guidance provided by their affiliated department/institute/degree program, and the head of the affiliated unit shall assign one or two faculty members in a similar field to serve as the mentor(s) for the faculty.

(二) 「條件式通過」教師輔導期間至間隔一學年後之一月底止，「未通過」教師輔導期間至次學年一月底止，並將輔導過程作成紀錄，該紀錄送交系教評會及院教評會備查。

(2) The faculty “conditionally passing” the assessment shall fulfill the requirements by the end of January after one full academic year, while those “failing” the assessment shall do so by the end of January in the next academic year, with the process of guidance documented by their affiliated unit and submitted to the Department Faculty Evaluation

Committee (DFEC) and the CFEC for reference.

(三) 「條件式通過」與「未通過」之教師於輔導期間結束後，應提交其改善方案/事項成效報告書至原教師評鑑委員會審議是否通過，再送交教務處彙整後送校教評決議。

(3) The faculty “conditionally passing” and those “failing” the assessment shall submit their *Report on Improvement Plan* and *Report on Improvement of Assessed Areas*, respectively, to the FAC. The report shall be reviewed by the FAC for approval and, through compilation by the OAA, then submitted to the University Faculty Evaluation Committee (UFEC) for resolution.

六、本要點未盡宜悉依本校教師評鑑辦法及本校教師評鑑作業細則規定。

VI. Matters not covered herein shall be handled in accordance with the University’s *Regulations for Faculty Performance Assessment and Guidelines on the Detailed Implementation of Faculty Performance Assessment*.

七、本要點經本院教師評審委員會、院務會議、校教師評審委員會審查通過後實施，修正時亦同。

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