

國立中山大學國際經營管理全英語學士學位學程

教師升等審查要點

Guidelines on the Evaluation of Professorship Rank Promotion in International Business Bachelor Program

112.3.21 本學程111學年度第2學期第1次國際學程會議通過

Approved at the 1st Degree Program Council meeting on March 21, 2023

112.3.30 本學程111學年度第2學期第3次教師評審委員會通過

Approved by the 3rd Degree Program Faculty Evaluation Committee meeting on March 30, 2023

112.4.11 管理學院111學年度第5次院教評會議審議修正通過

Approved at the 5th College Faculty Evaluation Committee meeting on April 11, 2023

112.4.25 校長核定

Approved by the President on April 25, 2023

一、本學程為審查教師升等，依據國立中山大學(以下簡稱本校)教師升等審查辦法、本校教師評審委員會設置辦法暨管理學院教師升等審查要點，訂定本要點以憑辦理。

I. These guidelines are formulated in accordance with the University's Regulations for the Evaluation of Professorship Rank Promotion, Regulations for the Establishment of Faculty Evaluation Committees, and Guideline on the Evaluation of Professorship Rank Promotion in the College of Management.

二、本學程各級教師申請升等者，應符合本校教師升等審查辦法與管理學院教師升等審查要點之規定。

II. Faculty members of all ranks in the International Business Bachelor Program (IBBA) applying for promotion shall meet the requirements stipulated in the University's Regulations for the Evaluation Professorship Rank Promotion and Guidelines on the Evaluation of Professorship Rank Promotion in the College of Management.

三、國際經營管理全英語學士學位學程教師評審委員會(以下簡稱學程教評會)委員之產生與任期。

III. The organization and the term of committee members of the IBBA Faculty Evaluation Committee (hereinafter referred to as the Department Faculty Evaluation Committee, "DFEC") shall be as follows:

(一) 本學程教評會委員七人由管理學院國際學程主任邀請，由學程主任擔任召集人並主持會議。

(1) The DFEC shall consist of 7 members invited by the chair of IBBA, who shall serve as the convener and chair the meetings.

(二) 學程教評會審議教師聘任、升等、延長服務等資格審查議案時，不得低階高審。委員因配偶、親屬及利害關係人等之案件應予迴避。委員對審查過程、審查意見應予保密。辦理教師升等審查時需委員三分之二(含)以上出席，始得開會。若學程教評會委員因迴避或有影響評審作業之虞時，得由召集人經院長同意後，邀

請外系或外校教授擔任委員。若學程主任需迴避時，由學程教評會委員推選一位教授擔任召集人。

- (2) DFEC members with lower professorship rank shall not review applicants with higher professorship rank regarding matters such as appointment, promotion, or service extension. Additionally, the DFEC members shall recuse themselves from the review procedure if the applicants is their spouse, relative, or interested person; the review process and members' comments shall be kept confidential. The DFEC meetings shall require attendance of at least two-thirds of all members. If necessary, due to recusal or concerns affecting the review process, the convener may invite professors from other departments or universities to serve as a committee member, subject to the approval from the dean of the College of Management (hereinafter referred to as the "College"). If the chair shall recuse oneself, the DFEC shall select a professor to serve as the acting convener.

四、教師升等分二階段進行審查。第一階段進行申請資格審查；第二階段就申請者之學術產學研究績效、教學績效及服務績效進行審查。通過第一階段審查者，送院教評會進行申請資格審查通過後，由校送外審；外審結果送回學程教評會後，進入第二階段審查。

IV. The evaluation of professorship rank promotion shall be conducted in two stages. The first stage shall review applicants' eligibility, and the second stage shall evaluate applicant's academic-industry research performance, teaching performance, and service performance. Applications passing the first-stage review shall be submitted to the College Faculty Evaluation Committee (CFEC) for eligibility review. Upon approval, the application shall be forwarded by the University for external evaluation. Once the external evaluation results are returned to the DFEC, the application shall proceed to the second-stage evaluation.

(一) 第一階段：申請資格審查

(1) First-stage: qualification review

本學程各職等教師申請升等應就一般研究類、技術應用類及教學研究類擇一提出申請，且須符合本校教師升等審查辦法及管理學院教師升等審查要點之申請資格。

Faculty of all ranks in the IBBA applying for promotion shall select one of the following three tracks: general research, technology application, and pedagogical research. Applicants shall comply with the eligibility requirements stipulated in the University's Regulations for the Evaluation of Professorship Rank Promotion and Guidelines on Evaluation of Professorship Rank Promotion in the College of Management.

(二) 第二階段：教師升等依本校教師升等審查辦法各升等管道之學術產學研究績效、教學績效及服務績效所佔比例進行審查，其中學術產學研究績效及教學績效依據本校教師升等各項評分原則之指標計分。服務績效依下列各目評分指標進行審查

評分(滿分一百分)：

- (2) The second-stage evaluation shall be conducted in accordance with the criteria stipulated in the University's Regulations for the Evaluation of Professorship Rank Promotion, which specifies the evaluation percentages of the performances in academia-industry research, teaching, and service. The academia-industry research performance and teaching performance shall be evaluated in accordance with the University's Scoring Principles for the Application of Professorship Rank Promotion, and the service performance shall be evaluated based on the following criteria (a total of 100 points):
1. 實際出席學程、院、校各委員會或擔任召集人：1項加1分，一學期最高5分，最高分為30分。
 - i. attending various committee/council meetings of the IBBA, the College, or the University or serving as a convener of meetings:
1 point per case, with a maximum of 5 points per semester and a cumulative maximum of 30 points
 - ii. receiving outstanding mentor awards: 15 points for the University Outstanding Mentor Award and 10 points for the College Outstanding Mentor Award; serving as a mentor: 1 point per semester starting from the fifth semester, with a maximum of 5 points (Only the award carrying the highest point value within the same academic year shall be counted .)
 2. 優良導師：校優良導師獎加15分、院優良導師獎加10分、擔任學程導師，自第五學期起，每學期加1分，最多加5分。同一年度採計最高分者。
 - iii. attending the Degree Program Council meetings: 3 points for attending every 2 meetings, with a maximum of 40 points (Meetings missed due to research leaves and overseas study approved by the DFEC shall not be counted.)
 3. 參與學程會議：出席每滿2次加3分，最高採計40分。經學程教評會同意之休假研究及出國進修等期間不得採計。
 4. 支援學程、院、校務活動：招生活動、監試委員、試務委員、學術刊物編輯、學術活動舉辦、SDG行動、USR活動、參與管院國際認證事務、指導學生獲獎、指導學生獲得國科會補助大專學生參與專題研究計畫、學術活動參訪接待等或經學程教評認可之服務事蹟可提升本學程之聲望者，每次每項採計5分，最高50分。
 - iv. assisting with various affairs organized by the IBBA, the College, or the University: 5 points per case with a maximum of 50 points, including recruitment activities, serving as a proctor/an exam committee member, editing academic journals, organizing academic events/SDG initiatives/USR activities, participating in the College's accreditation process, supervising students in winning competitions/conducting NSTC research projects, hosting academic visitors, or

performing other services that enhance the reputation of IBBA, subject to approval from the DFEC

5. 以上各目合計總分最高90分。

v. The subtotal of the above items shall be 90 points.

6. 學程教評會依申請升等教師本職等之服務績效得加減至多10分。

vi. The DFEC may add or deduct up to 10 points from the score of service performance at the current rank.

(三) 學程教評會升等審查通過門檻依本校教師升等審查辦法及管理學院教師升等審查要點規定辦理。

(3) The passing threshold of rank promotion shall be governed by the University's Regulations for the Evaluation of Professorship Rank Promotion and Guideline on the Evaluation of Professorship Rank Promotion in the College of Management.

五、申請升等者，應於每年二月七日前或八月七日前，提出申請並將相關資料送交本學程教評會，逾期不受理。

V. Faculty applying for promotion shall submit their application with required supporting documents to the DFEC by February 7 or August 7 each year. Late submissions shall not be accepted.

六、申請升等之教師，對於審查結果如有異議，得於收到通知之日起三十日內，依本校相關規定提出申訴或申復。

VI. The applicant who disagrees with the evaluation result may file a grievance or an appeal within thirty days of receiving the notification in accordance with the University's relevant regulations.

七、本要點未盡事宜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管理學院教師升等審查要點等相關規定辦理。

VII. Matters not covered herein shall be handled in accordance with Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education, and the University's Regulations for the Evaluation of Professorship Rank Promotion and Guidelines on the Evaluation of Professorship Rank Promotion in the College of Management.

八、本要點經學程教評會、學程會議及院教評會審查通過後，陳請校長核定後實施，修正時亦同。

VIII. These guidelines are approved by the DFEC, the Degree Program Council, CFEC, and the President before implementation. Amendments to these guidelines shall follow the same procedure.