

國立中山大學理學院應用數學系教師升等審查要點

Guidelines on the Evaluation of Professorship Rank

Promotion in the Department of Applied Mathematics

87/1/15 86 學年度第 3 次系務會議訂定
87/6/19 86 學年度理學院第 6 次教評會核備
93/1/8 92 學年度第 4 次系務會議修訂通過實施
93/4/29 92 學年度理學院第 7 次教評會核備
95/03/29 94 學年第 3 次系務會議修訂通過實施
95/3/30 94 學年度理學院第 5 次教評會核備
97/4/16 96 學年度第 2 次系務會議修訂通過實施
108/6/12 日 107 學年度第 5 次系務會議修訂通過實施
109/03/05 108 學年度第 1 次系務會議修訂陳請校長核定後實施
111/12/16 111 學年度第 4 次系務會議修訂通過實施
111/12/22 111 學年度理學院第 4 次教評會審議通過
112/3/24 111 學年度第 9 次系教評會議修正通過
112/4/12 111 學年度第 7 次系務會議修正通過
112/4/14 111 學年度理學院第 9 次教評會審議通過
112/9/12 112 學年度第 2 次系教評會議修正通過
112/10/12 112 學年度第 1 次系務會議修正通過
112/10/17 112 學年度理學院第 2 次教評會審議通過

Approved at the 2nd College of Science Faculty Evaluation Committee meeting on October 17, 2023

- 一、為審議本系專任教師升等，依據本校教師評審委員會設置辦法、教師升等審查辦法及本校理學院教師升等審查要點，訂定本要點。
 - I. These guidelines are formulated in accordance with the University's *Regulations for the Establishment of Faculty Evaluation Committees*, *Regulations for the Evaluation of Professorship Rank Promotion*, and *Guidelines on the Evaluation of Professorship Rank Promotion in the College of Science* to handle the evaluation of professorship rank promotion of the full-time faculty in the Department of Applied Mathematics (hereinafter referred to as the "Department").
- 二、本系各級專任教師申請升等者，應符合本校教師升等審查辦法及本校理學院教師升等審查要點之規定。
 - II. Full-time faculty of all ranks in the Department shall be eligible to apply for rank promotion if they meet the requirements stipulated in the University's *Regulations for the Evaluation of Professorship Rank Promotion* and *Guidelines on the Evaluation of Professorship Rank Promotion in the College of Science*.

三、 本系各級專任教師得於每年 2 月 15 日及 8 月 15 日前，備齊相關文件送本系教師評審委員會(以下簡稱教評會)，提出升等申請，逾期不受理。申請人得於申請時推薦校外專家學者外審委員名單若干人(以不超過十人為限)供系教評會參考。

III. Full-time faculty members at all levels in the Department may submit an application with required documents to the Department Faculty Evaluation Committee (DFEC) before February 15 or August 15 each year. Late submissions will not be accepted. Applicants may recommend a list of several external experts and scholars (no more than ten) as potential external reviewers for the DEFC's reference.

若曾在本系、理學院、本校申請過升等，但未獲通過者，則須註明與上次申請升等時，各項資料之差異。前經教師資格審定不合格者，重新提出學術研究成果曾作為代表作送審時，其送審之參考作應增加或更換一件以上。

Applicant shall specify the differences between the current application materials and those submitted for the previous application if their previous rank promotion was not approved by the Department, the College of Science (hereinafter referred to as the “College), or the University. Faculty members may resubmit their application using the same representative work as the one used in a prior unsuccessful application, with at least one new reference work added as a replacement or supplement.

四、 申請升等者曾負責之各類規劃案(如課程、資優班、圖書或儀器設備之採購)、協助本系向校內外單位申請補助經費案、負責之各種計畫書、擔任之各種委員、舉辦研討會、指導輔導或照顧學生、或任何對本系發展有助益之事，由申請升等者依其性質，分別歸入教學、研究或服務項下。申請升等者須盡量詳細提供相關資料，並說明在各案中所擔負之工作。

IV. Applicants for promotion shall categorize the following cases into the performance of teaching, research, or service based on the nature of each case, inclusive of taking charge of various projects (such as curriculum development, gifted programs of senior high schools, procurement of books or equipment), assisting the Department in applying for funding from internal or external units, writing various proposals, serving as a member of various committees, organizing conferences, supervising/counseling/guiding students, or making contributions to the development of the Department. The applicant shall provide supporting documentation in detail and specify their contributions to each case.

申請升等者之學術研究成果須註明是否歸屬博士論文成果、以本校具名或來校後之研究成果，並加註 WOS(Web of Science)期刊論文資料庫歸屬，並說明合著者與申請升等者之個別學術貢獻。

Academic research achievements shall be indicated whether they are the results of doctoral dissertations, the publication with the University as the affiliation, or the publication after the employment by the University. Their journals shall be indexed in the Web of Science (WOS) and indicate individual academic contributions of both the co-authors and the applicant.

- 五、 本系教評會受理申請後，由系主任擔任召集人。升等審查案開會時出席委員人數不得少於三分之二，且教評會委員不得低階高審。審查教授升等案，若系主任不具教授資格時，則敦聘本校理學院院長為召集人。
- V. Once an application is accepted by the DFEC, the chair of the Department shall serve as the convener of the DFEC. At least two-thirds of the DFEC members shall attend to review rank promotion cases,, and the DFEC members at lower rank shall not evaluate applicants at higher rank. Moreover, the chair of the Department without professorship shall appoint the dean of the College to serve as the convener of the DFEC when the DFEC reviews cases of promotion to professorship.
- 六、 符合本校及理學院各職等升等相關規定者，始得通過資格審查。本系教評會辦理升等審查時，審查委員對其配偶、親屬或利害關係人之案件應予迴避。擬升等教師應提供述明迴避理由之利害關係人名單，亦得提供不利審查之學者名單，以利本校辦理公正校外著作審查。
- VI. Applicants who meet the requirements of regulations for promotion to all ranks of University and the College shall pass the qualification review. Members of the DFEC shall recuse themselves when the applicant for promotion is their spouse, relative, or other interested person. In order for the University to handle the external evaluation in fairness, the applicant shall submit a recusal list of interested persons with legitimate reasons or scholars/experts who might be deemed unfavorable in the evaluation.
- 七、 教師升等審查委員會參考申請者所提資料及外審結果，依本系教師升等審查評分細則，就申請人學術產學研究績效、教學績效及服務績效審查評分。總分達 70 分(含)以上且符合理學院教師升等審查通過門檻者，始通過系升等審查，並送院教師評審委員會進行審查。擬升等為教授者，至少有四位外審委員評等為「優良」以上且外審分數平均達 80 分(含)以上，始達外審合格門檻；升等為副教授者，至少有四位外審委員評等為「優良」以上且外審分數平均達 78 分(含)以上，始達外審合格門檻。本系教師升等審查評分細則另訂之。
- VII. The Faculty Promotion Review Committee (FPRC) shall evaluate the applicant's performances in academic & industry-academia research, teaching, and service based on the submitted materials and the results of external evaluation, in accordance with *Guidelines on the Detailed Implementation of Evaluation of Professorship Rank Promotion in the Department of Applied Mathematics*. The applicant shall receive a total score of 70 or above and meet the criteria set by the College to pass the departmental review, after which the approved case shall be forwarded to the College Faculty Evaluation Committee (CFEC) for further review. Applicants applying for professorship or associate professorship shall receive a "Good" grade from at least four reviewers. Moreover, the passing threshold of the external evaluation shall be 80 and 78 for professorship and associate professorship, respectively. *Guidelines on the Detailed Implementation of Evaluation of Professorship Rank Promotion in the Department of Applied Mathematics* shall be formulated separately.

八、對未通過教師升等審查者，本系教評會應具體敘明理由及檢附外審意見通知申請者。教師對於審查結果如有異議，得依本校教師升等審查辦法於期限內向本校教師申訴評議委員會提出申訴，或向本院教師評審委員會提出申復。

VIII. The DFEC shall notify applicants not passing the promotion evaluation with solid reasons and comments. Applicants who disagree with the DFEC's decision may file an appeal to the Faculty Appeal Handling Committee within the stipulated timeframe in accordance with the University's *Regulations for the Evaluation of Professorship Rank Promotion* or a grievance to the College Faculty Evaluation Committee.

九、教師升等審查委員會於開會審查時，得邀請相關人員列席說明。如發現外審意見有疑義時，依照本校教師升等審查辦法辦理之。

IX. The FPRC may ask relevant personnel to attend and provide explanations during the promotion review meetings. If any doubts regarding the external review comments shall be handled in accordance with the University's *Regulations for the Evaluation of Professorship Rank Promotion*.

十、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、本校理學院教師升等審查要點及相關規定辦理。

X. Matters not covered herein shall be handled in accordance with *Regulations Governing Accreditation Teacher Qualifications at Institutions of Higher Education*, the University's *Regulations for the Evaluation of Professorship Rank Promotion*, *Guidelines on the Evaluation of Professorship Rank Promotion in the College of Science*, and other relevant regulations.

十一、本要點經本系教評會、系務會議及理學院教評會審議通過，陳請校長核定後實施，修正時亦同。

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