

# 國立中山大學教師評鑑辦法

## Regulations for Faculty Performance Assessment

94.12.23 本校 94 學年度第 2 次校務會議通過  
Approved at the 2nd University Council meeting on December 23, 2005  
96.06.08 本校 95 學年度第 4 次校務會議修正通過  
Amended and approved at the 4th University Council meeting on June 8, 2007  
98.10.23 本校 98 學年度第 1 次校務會議修正通過  
Amended and approved at the 1st University Council meeting on October 23, 2009  
98.12.18 本校 98 學年度第 2 次校務會議修正通過  
Amended and approved at the 2nd University Council meeting on December 18, 2009  
99.12.24 本校 99 學年度第 2 次校務會議修正通過  
Amended and approved at the 2nd University Council meeting on December 24, 2010  
100.10.21 本校 100 學年度第 1 次校務會議修正通過  
Amended and approved at the 1st University Council meeting on October 21, 2011  
102.12.20 本校 102 學年度第 2 次校務會議修正通過  
Amended and approved at the 2nd University Council meeting on December 20, 2013  
103.12.26 本校 103 學年度第 2 次校務會議修正通過  
Amended and approved at the 2nd University Council meeting on December 26, 2014  
108.05.24 本校 107 學年度第 2 次校務會議修正通過  
Amended and approved at the 4th University Council meeting on May 24, 2019  
108.12.20 本校 108 學年度第 2 次校務會議修正通過  
Amended and approved at the 2nd University Council meeting on December 20, 2019  
109.10.23 本校 109 學年度第 1 次校務會議修正通過  
Amended and approved at the 1st University Council meeting on October 23, 2020  
114.03.28 本校 113 學年度第 3 次校務會議修正通過  
Amended and approved at the 3rd University Council meeting on March 28, 2025

- 第一條 國立中山大學（以下簡稱本校）為提昇教師教學、研究、輔導及服務品質，特依大學法第二十條、二十一條及本校組織規程第五十八條、第六十條規定訂定本校教師評鑑辦法（以下簡稱本辦法）。
- I. These regulations are formulated in accordance with Articles 20 & 21 of *University Act*, and Articles 58 & 60 of *NSYSU Charter* to enhance the quality in the faculty's teaching, research, and counseling & services.
- 第二條 本校編制內專任教師含專業技術人員均應依本辦法接受評鑑。
- II. These regulations apply to all full-time faculty (including faculty of technical practice) within the manning quota.
- 第三條 本校編制內專任教師任教滿五年需接受一次評鑑。通過評鑑者，以通過評鑑之學年為下次評鑑之起算學年。
- III. Full-time faculty within the manning quota shall be assessed every five (5) years of employment. The current academic year when the faculty passes the assessment shall be the first year for the next assessment.
- 新聘教師依其所屬學院規定，任教滿三年至五年始接受評鑑，如經所屬學院同意，得提前辦理評鑑，通過後每五年接受一次評鑑。
- New faculty shall be initially assessed after three (3) to five (5) years of

employment, in accordance with provisions formulated by their affiliated colleges. The initial assessment may be conducted before the stipulated time with the approval from the affiliated college, then the faculty shall be assessed every five (5) years.

各級編制內專任教師於聘任後通過升等者，視為通過一次評鑑。

Full-time faculty within the manning quota who are promoted to the next professorship rank shall be deemed as passing the next assessment.

第四條

本校專任教師於受評鑑期間曾獲下列獎項之一者，當次得免予評鑑：國科會吳大猷先生紀念獎、本校傑出教學獎、本校產學傑出獎(含產學傑出新人獎)，但新聘教師第一次評鑑前獲獎者不適用之。

IV.

Full-time faculty receiving one of the following awards shall be exempted from the next assessment: NSTC Ta-You Wu Memorial Award, the University's Outstanding Teaching Award or Outstanding Industrial Research Award (including that for new faculty). Nevertheless, this provision shall not apply to new faculty receiving the said awards before the initial assessment.

第五條

本校專任各級教師符合下列各款情形之一者，得免予評鑑(資料採計至前一學年度截止)：

V.

Full-time faculty of all ranks fulfilling one of the following conditions, which shall be recognized until the end of the previous academic year, shall be free from the assessment:

一、獲選為中央研究院院士者。

1. elected as the academician of the Academia Sinica

二、曾獲頒教育部學術獎、師鐸獎或國家講座、文化部國家文藝獎、國科會傑出研究獎、本校講座及經本校認可之國內外著名大學講座教授者。

2. the recipients of the MOE's Academic Award, National Excellent Teacher Award or National Chair Professor, the MOC's National Award for Arts, the NSTC's Outstanding Research Award; chair professorship of the University or other well-known domestic or overseas universities recognized by the University

三、曾獲下列成效累積點數達 15 點者，惟國科會專題研究計畫該項點數需達 8 點(含)以上。

3. accumulating 15 points from the following achievements, with at least 8 points from NSTC research projects

(一) 研究計畫與獎勵：

(1) research projects and awards:

1. 研究計畫：
  - i. research projects:  
國科會專題研究計畫主持人（自 MOST91 起）每件 1 點，每學年最多以 3 點為限。  
for being the principal investigator of NSTC's research project (dating back to 1991), 1 point for each project, with a maximum of 3 points within one (1) academic year
2. 研究獎勵：
  - ii. research awards:
    - A. 本校研究傑出獎（原研究績優獎）每次 3 點。  
(a) 3 points for each of the University's Outstanding Academic Research Award
    - B. 國科會優等獎每次 2.5 點。  
(b) 2.5 points for each NSTC's Excellence Award
    - C. 國科會吳大猷先生紀念獎每次 2.5 點。  
(c) 2.5 points for each NSTC's Ta-You Wu Memorial Award
    - D. 中研院年輕學者研究著作獎每次 2.5 點。  
(d) 2.5 points for each Academia Sinica's Early-Career Investigator Research Achievement Award
    - E. 本校年輕學者獎每次 1.5 點。  
(e) 1.5 points for each of the University's Early-Career Scholar Award
    - F. 國科會甲等獎每次 1.5 點。  
(f) 1.5 points for each NSTC's Category A Award
  3. 如當學年度因獲國科會吳大猷先生紀念獎而獲得本校當然年輕學者獎者，不另計分。
  - iii. For the recipient of NSTC's Ta-You Wu Memorial Award and thereby the University's Early-Career Scholar Award in the current semester, extra points shall not be given for the latter award.

(二) 教學計畫與獎勵：

- (2) teaching projects and awards:

1. 教學計畫：

i. teaching projects:

曾主持教育部教學相關計畫經費累計每達 30 萬元得計 1 點；依序類推，最多以 4 點為限。

for being the principal investigator of MOE's teaching related projects, 1 point for every TWD 300,000 of grant with a maximum of 4 points

2. 教學獎勵：

ii. teaching award:

A. 本校教學傑出獎（原傑出教學獎）每次 3 點。

(a) 3 points for each of the University's Outstanding Faculty in teaching

B. 本校教學績優教師（原優良教學獎）每次 1.5 點。

(b) 1.5 points for each of the University's Prominent Faculty in teaching

(三) 產學研究與獎勵：

(3) industry research and awards:

1. 產學研究：

i. industry research:

A. 曾主持政府或非政府（企業及法人）機構委託之建教合作計畫，且經本校業務承辦單位認定，計畫經費累計每達 100 萬元，或提撥校務基金管理費累計每達 10 萬元者，得計 1 點；依序類推。

(a) for being the principal investigator of projects commissioned by government or non-government institutions, 1 point for every TWD 1 million of grant, or every TWD 100,000 of overhead to the University Endowment Fund, upon the recognition of the University's responsible unit

B. 經本校業務承辦單位認定之技術移轉案，技轉金額累計每達 40 萬元或校院系回饋金累計每達 10 萬元者，得計 1 點；依序類推。

(b) for technology transfer cases recognized by the responsible unit, 1 point for every TWD 400,000

in technology transfer, or every TWD 100,000 in compensation to the academic units

C. 上述第 A.目及 B.目合計最多以 4 點為限。

(c) a maximum of 4 points in total given to the preceding Items A and B combined

2. 產學獎勵：

ii. industry awards:

獲本校產學傑出獎（原中山發明獎及產學績優獎）  
每次 3 點。

3 points for each of the University's Outstanding Industrial Research Award

四、年滿六十歲者。

4. reaching the age of sixty

五、曾獲國際著名學術獎或其他教學、研究、服務獎項或其成果具體卓著（包含體育、劇場藝術及音樂），經三級教師評審委員會通過，校長核可者。

5. the recipient of an internationally renowned academic award or other awards in teaching research and services, or substantial outstanding performance (including in physical education, theatrical arts, or music), approved by the department, college, and University faculty evaluation committees, in succession, and lastly by the President

曾獲其他教學、研究優良獎項之比照如有疑義時，分由教務處（教學部分）、研發處或產學營運及推廣教育處（研究部分）認定之。本辦法一百年十月二十一日修正通過時已在職之各級專任教師，得於本辦法修正後第一次評鑑時，以修正前九十九年十二月二十四日之第四條取得免評鑑資格。

When there exist doubts regarding the recognition of other awards in teaching and research, the case shall be submitted to the Office of Academic Affairs (OAA) or Office of Research & Development (ORD)/ Office of Global Industry-Academe Collaboration and Advancement (OGIACA) for reviewing the teaching and research awards, respectively. For full-time faculty who were employed by the University before October 21, 2011 when these regulations were amended, they shall be free from assessment if at the next assessment time the faculty meet the qualification of free from assessment pursuant to the original Article 4 of the regulations amended on December 24, 2010.

取得免評資格之教師，近三年內所授課程如有三個學期以上被列為追蹤之課程，且無正當合理之理由，所屬單位或本校相關委員會得審酌事實並檢具佐證資料，送院教師評審委員會審議是否維持免評資格或為其它處分，並送校教師評審委員會決議。

For the faculty free from assessment but whose courses are on teaching improvement plan for more than three semesters within the past three academic years without proper causes, their affiliated units or relevant committees shall submit the case with corroborating documentation to the college faculty evaluation committee (CFEC) for deliberation over whether to retain their eligibility for free from assessment or take other disciplinary actions, and then to the University Faculty Evaluation Committee (UFEC) for resolution.

經取消免評資格者，應於次學年接受評鑑，且五學年內不得申請免評。

Those whose eligibility for free from assessment is revoked shall be assessed in the next academic year, and shall not apply for free from assessment within five (5) academic years.

#### 第六條

本校為公平、公正、公開辦理專任教師評鑑，以院為單位，設教師評鑑委員會，置委員五至七人，由各院院長擔任召集人，並委由召集人自各院教師評審委員會委員及其他學院或他校教師代表，遴聘教學、研究、服務績優者組成。其他學院或他校教師代表至少二名。

#### VI.

To conduct the assessment in a fair, impartial, and open manner, the faculty assessment committee (FAC) consisting of five (5) to seven (7) members shall be established by each college with the dean as the convener. Members of the FAC shall be appointed by the convener from members of the CFEC and at least two from other colleges or other universities with good performance in teaching, research, and services.

評鑑前，各院只要有一名受評教師之教學、研究、輔導及服務成績，有任一項成績未計委員綜合評分前分數過低（教學、研究成績未達 56 分，或輔導及服務成績未達 49 分），則當年度教師評鑑委員至少須有三位校外委員。

If any faculty whose score in teaching, research, or counseling & services is too low (less than fifty-six (56) in teaching or research, or less than forty-nine (49) in counseling & services) before the comprehensive assessment by the FAC members, there shall be at least three members from other universities in the FAC.

條件式通過或未通過教師須經複評作業流程。複評由原教師評鑑委員會審查並決議是否通過。原教師評鑑委員會委員退休或離職，仍可繼續擔任，若因故無法繼續擔任者，則遇缺不補。

Faculty conditionally passing or failing the assessment shall undergo a re-assessment conducted by the original FAC. Any retired or resigned FAC member may still serve but shall not be replaced if they cannot serve.

#### 第七條

教師評鑑應綜合教學、研究、輔導及服務等三大項目予以客觀審慎之評鑑，其各評鑑項目結果均應達七十分(含)以上者始為通過評鑑。各院對其通過門檻有更嚴格之規定者，從其規定。

#### VII.

Faculty performance assessment on the three categories of teaching, research, and counseling & services shall be conducted in an objective and prudent manner. The faculty deemed passing the assessment shall receive a score of at least seventy (70) in each category, unless otherwise regulated by other stricter provisions formulated by individual colleges.

各院須訂定其教師評鑑實施要點，包括評鑑項目、標準、程序等，送校教師評審委員會審議通過後實施。

Individual colleges shall formulate the guidelines on the implementation of faculty performance assessment, with assessed items, standards, and procedures, submitted to the UFEC for approval before implementation.

西灣學院教師、各系(所)講師、領有「重大傷病卡」或「身心障礙證明」教師之通過標準由當年度各院教師評鑑委員會決議。

The passing criteria for the faculty in Si Wan College, lecturers in departments/institutes, and those holding a “Major Illness Card” or “Disability Card” shall be deliberated by individual FACs in the current year.

教師如有因涉嫌詐領研究費遭檢調單位起訴、辦理採購案件遭審計單位調查或違反本校聘約、教師守則相關規定情事，由所屬單位或本校相關委員會審酌事實並檢具佐證資料，提三級教師評審委員會通過者，其教師評鑑之輔導及服務項目總分由校教師評審委員會逕予調整。

For cases of the faculty prosecuted for alleged embezzlement of research funding, investigated by the auditing/accounting unit in any procurement case, or violating the University's *Faculty Contract Agreement* or *Faculty Code of Conduct*, the affiliated units or relevant committees shall review the facts and submit the case with corroborating documentation to the department, college, and University

faculty evaluation committees, in succession, for deliberation. The final score in the counseling & services category of the faculty involved shall be directly adjusted by the UFEC after the said case is validated.

- 第七條之一 新聘教師之評鑑年限、項目、程序及通過標準等由各院以新聘教師評鑑實施要點另訂，並經校教師評審委員會審議通過後實施，不受本辦法第七條第一項規範之拘束。
- VII-I For new faculty, the number of years for the initial assessment, items for assessment, procedure, and threshold of passing shall be separately formulated by individual colleges into their own *Guidelines on the Implementation of New Faculty Performance Assessment*. The guidelines shall be implemented after the approval from the UFEC and not restricted by the provisions stipulated in Paragraph 1 of Article 7 herein.
- 第八條 未通過評鑑之教師，自次一學年度起將不得晉薪、申請休假研究、借調、在外兼職或兼課。
- VIII. The faculty failing to pass the assessment shall not be eligible for annual increment of salary, nor applying for research leave, secondment, or external concurrent positions or teaching.
- 未通過評鑑但其「改善事項成效報告書」經審查通過者，次學年度起解除前項限制。
- For those who fail the assessment, but pass the review of their *Report on Improvement of Assessed Areas*, the provision stipulated in the preceding Paragraph shall be lifted starting from the next academic year onward.
- 第九條 受評鑑教師，須提出相關資料接受審查。未提出者，視為該年度未通過評鑑。但當年度有留職留薪或留職停薪（如休假研究、借調、出國講學進修或遭遇重大變故等）不在校情形，致未能提出者，俟返校服務後順延辦理。
- IX. The faculty under assessment shall provide required documentation; otherwise, they shall be deemed as failing the assessment of the current year. Those on paid/unpaid leave (e.g. research leave, on secondment, overseas further studies or lecturing, or suffering major accidents) and thereby failing to provide the documentation shall be assessed after their return.
- 教師本人或配偶因懷孕生產，評鑑年限得順延（本人每次以二年計、配偶每次以一年計），申請者需主動提交相關資料供系所承辦人驗證。
- The assessment shall be postponed due to the pregnancy or childbirth of the faculty or their spouses each time for two (2) or one (1) year,

respectively. They shall provide the affiliated department/institute with documentation for corroboration.

領有輕度或中度「身心障礙證明」者得申請延後一學年評鑑；領有重度(含)以上「身心障礙證明」或「重大傷病卡」者得申請延後兩學年評鑑。

The faculty holding a “Disability Card” with mild or moderate impairments shall apply to postpone the assessment for one (1) academic year, or two (2) academic years with severe impairment or with a “Major Illness Card”.

若教師因遭遇重大變故，視情節之重大，經校長核可後，得延長評鑑年限，惟以不超過四學年為限。

The faculty suffering from a disastrous accident may apply to postpone the assessment, depending on the severity of the situation, for a maximum of four academic years with the President’s approval.

第十條

應接受評鑑年數之計算，不包括留職留薪或留職停薪期間。

X.

The assessment cycle shall exclude the period of paid or unpaid leave.

第一學期通過升等之教師，依其升等生效日之學年為下一次評鑑之起算學年。

For the faculty who pass the rank promotion in the Fall semester, the academic year the promotion is effective shall be the first year of the next round of assessment.

第二學期通過升等之教師，依其升等生效日之次學年為下一次評鑑之起算學年。

For the faculty who pass the rank promotion in the Spring semester, the next academic year after the promotion is effective shall be the first year of the next round of assessment.

對應接受評鑑年數之計算有疑義時由人事室解釋之。

When there exist doubts regarding the calculation of the number of years for assessment, the explanation of the Office of Personnel Services shall prevail.

第十一條

教師評鑑委員會委員對於審議案件涉及本人、配偶、三親等內之血親、姻親或有個人利害關係者，應自行迴避，不得參與討論與決議。有具體事實足以認定教師評鑑委員會委員對於評審案件有偏頗之虞者，受評鑑教師得向教師評鑑委員會申請該委員迴避，並應舉其原因事實。

XI.

The FAC members shall recuse themselves if the review case involves themselves, their spouses or relatives by blood or marriage within the

third degree, or interested persons. When there exists substantial evidence to prove a member could unjustly review the case, the faculty under assessment shall apply to the FAC, with relevant information supporting the fact, for requesting the concerned member's recusal.

委員未自行迴避者，主席得經教師評鑑委員會決議，請該委員迴避。

For members who fail to recuse themselves, the chairperson shall ask them to do so after the resolution of the FAC.

委員中有前三項應行迴避之情事者，不計入出席委員人數。

Members who are recused in accordance with the provisions of the preceding three Paragraphs shall not be counted into the number of attendees.

教師評鑑委員會之召開須達三分之二以上委員出席，始得開議；經出席委員過二分之一以上同意始得決議。

The FAC shall convene with at least two-thirds of the members in attendance. The resolution shall be reached with the consent of more than half of the attending members.

第十二條 教師評鑑委員會開會時，得視需要邀請副校長、教務長、研發長、相關系（所）主管及相關專業之校教評會委員列席會議。

XII. When the situation dictates, the FAC may invite the following personnel as non-voting attendees, including senior vice presidents, vice presidents for Academic Affairs, and vice president for Research & Development, chairs of related department/institute, and members from the UFEC in related professional fields.

第十三條 教務處應於評鑑之學年度前，擬訂評鑑計畫與時程；教師評鑑委員會則應於評鑑當學年度之四月一日前完成審議送教務處彙整，再送校教師評審委員會決議。

XIII. The OAA shall draft the plan and schedule prior to the assessment in the next academic year. The FAC shall complete the deliberation before submitting to the OAA for compilation by April 1 in the current academic year, and then for resolution by the UFEC.

第十四條 師資培育中心專任教師之評鑑併入教育研究所辦理。

XIV. Assessment of the full-time faculty of the Center for Teacher Education shall be included into that of the Institute of Education.

第十五條 受評鑑教師對評鑑結果不服者，得向各院教師評審委員會提出書面申覆。對申覆結果不服者，得向校教師評審委員會提出書面再申覆。對再申覆結果不服者，得向學校教師申訴評議委員會提出書面申訴。

- XV. The faculty objecting to the assessment results may file a written appeal to the affiliated CFEC. 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 University's Faculty Appeal Handling Committee.
- 第十六條 本辦法未盡事宜，悉依相關規定辦理。
- XVI. Matters not covered herein shall be handled in accordance with other relevant regulations.
- 第十七條 本辦法經校務會議通過後，陳請校長核定後實施，修正時亦同。
- XVII. These regulations are approved by the University Council and the President before implementation. Amendments to these regulations shall follow the same procedure.

# 國立中山大學教師評鑑作業細則

## Guidelines on the Detailed Implementation of Faculty Performance Assessment

95 年 06 月 20 日 94 學年度第 4 次校務會議修正通過  
Amended and approved at the 4th University Council meeting on June 20, 2006  
96 年 06 月 08 日 95 學年度第 4 次校務會議修正通過  
Amended and approved at the 4th University Council meeting on June 08, 2007  
96 年 10 月 26 日 96 學年度第 1 次校務會議修正通過  
Amended and approved at the 1st University Council meeting on October 26, 2007  
98 年 10 月 23 日 98 學年度第 1 次校務會議修正通過  
Amended and approved at the 1st University Council meeting on October 23, 2009  
98 年 12 月 18 日 98 學年度第 2 次校務會議修正通過  
Amended and approved at the 2nd University Council meeting on December 18, 2009  
99 年 12 月 24 日 99 學年度第 2 次校務會議修正通過  
Amended and approved at the 2nd University Council meeting on December 24, 2010  
104 年 05 月 29 日 103 學年度第 4 次校務會議修正通過  
Amended and approved at the 4th University Council meeting on May 29, 2015  
108 年 05 月 24 日 107 學年度第 4 次校務會議修正通過  
Amended and approved at the 4th University Council meeting on May 24, 2019

- 一、國立中山大學（以下簡稱「本校」）為辦理教師評鑑作業，以提昇教師教學與學術水準，特訂定本作業細則（以下簡稱「本細則」）。
- I. These guidelines are formulated to handle the faculty performance assessment and to elevate the faculty's teaching and academic performance.
- 二、各院教師評鑑委員會應於評鑑當年一月三十一日前組成之。
- II. Individual college faculty assessment committees (FACs) shall be established before January 31 in the current academic year for conducting the assessment.
- 三、教師評鑑分數計算以教師所提供評鑑前最近五學年（扣除留職留薪或留停薪或長病假年資；新聘教師以評鑑前三至五學年為主）之資料計算。
- III. Assessment is conducted based on the documentation provided by the faculty regarding their performances in the past five (5) academic years, and new faculty three (3) to five (5) academic years. The said years exclude the period of paid/unpaid leave or long-term sick leave.
- 四、各院於評鑑當年彙整各系所「需接受評鑑」、「不需接受評鑑」教師名冊送相關單位審查後，於元月底前送教務處存參。
- IV. Each year individual colleges shall compile the lists of faculty who will be assessed and who will not in each affiliated department/institute and submit them to the relevant units for review, and then to the Office of Academic Affairs (OAA) by the end of January.

- 五、 各院實施教師評鑑時，應對教師評鑑委員說明實施流程與評鑑辦法。必要時得邀請業務單位列席說明
- V. Before conducting the faculty assessment, each college shall explain the procedure and assessment method to its FAC members. The responsible units may be invited to attend the meeting for explanation, if necessary.
- 六、 各院教師評鑑委員會決定「通過」、「條件式通過」、「未通過」教師名單。
- VI. The FAC shall determine the list of the faculty who “pass,” “conditionally pass,” and “fail” the assessment upon resolution.
- 七、 初評評鑑作業流程：
- VII. Procedure for the initial assessment:
- (一) 委員依據每位受評教師之整體教學、研究、輔導及服務等表現於初次評鑑後提供「通過」及「待改進」之教師名單。
- (1) The FAC members shall make judgement based on the faculty’s holistic performance in teaching, research, and counseling & services, and provide a list of the faculty who “pass” and “need improvement.”
- (二) 「待改進」之教師於接獲通知後十日內應向教師評鑑委員會提供至間隔一學年後之一月底前之改善方案，改善方案經評鑑委員會審查認可者，視為「條件式」通過；未通過認可或未提出改善方案者，除第三款之情形外，均視為評鑑未通過。
- (2) The faculty who “need improvement” shall submit an improvement plan to the FAC within ten (10) days after receiving the notice. The plan shall cover the improvement measures to be completed till the end of January after one full academic year. Those whose plan is approved by the FAC shall be deemed as “conditionally passing” the assessment; those whose plan is disapproved or who fail to submit the plan shall be deemed as failing the assessment, except for the situation stipulated in Subparagraph 3.
- 針對未通過評鑑教師，教師評鑑委員會應提出至次學年一月底前之改善事項，要求受評教師完成。
- For the faculty failing the assessment, the FAC shall specify the areas of improvement and ask them to complete by the end of January in the next academic year.
- (三) 「待改進」教師因特殊狀況無法於十日內提出改善方案者，得向教師評鑑委員會提出申請；理由經教師評鑑委員會認可者，視同本學年度未接受評鑑，俟其特殊狀況終止後順延辦

理。

- (3) The faculty who “need improvement” but fail to submit the improvement plan within ten (10) days due to special circumstances may submit a petition with causes to the FAC for postponing the assessment. If the petition is approved, they shall be deemed as not being assessed for the current semester and shall be assessed when the special circumstances end.

八、 各院辦理教師評鑑應依本校教師評鑑規定於四月一日完成審議，將「通過」、「條件式通過」、「未通過」名單送教務處彙整，再送校教師評審委員會決議。

VIII. The FAC shall complete the deliberation by April 1 in accordance with the University’s regulations for faculty assessment, and submit the list of the faculty passing, conditionally passing, and failing, respectively, to the OAA for compilation and then to the University Faculty Evaluation Committee (UFEC) for resolution.

九、 複評評鑑作業流程：

IX. Reassessment procedure:

- (一) 「條件式通過」教師應於間隔一學年後之二月底前，提報「改善方案成效報告書」至院，經原教師評鑑委員會審議是否通過後，送教務處彙整，再送校教師評審委員會決議。決議未通過或未提改善方案成效報告書者，不予續聘，並依本校教師及研究人員聘任規則第十四條規定辦理。

- (1) The faculty “conditionally passing” the assessment shall submit their *Report on Improvement Plan* to the affiliated college by the end of February after one full academic year of improvement work. The report shall be reviewed by the FAC for approval and, through compilation by the OAA, then submitted to the UFEC for resolution. The faculty failing in the resolution or not submitting the said report shall not have their appointment renewed, and the case shall be handled in accordance with Article 14 of *Regulations for the Appointment of Faculty and Researchers*.

- (二) 「未通過」教師應於次年二月底前，提報「改善事項成效報告書」至院，經原教師評鑑委員會審議是否通過後，送教務處彙整，再送校教師評審委員會決議。決議未通過或未提改善事項成效報告書者，不予續聘，並依本校教師及研究人員聘任規則第十四條規定辦理。

- (2) The faculty “failing” the assessment shall submit their *Report on Improvement of Assessed Areas* to the affiliated college by the end of February in the next year. The report shall be reviewed by the

FAC for approval and, through compilation by the OAA, then submitted to the UFEC for resolution. The faculty failing in the resolution or not submitting the said report shall not have their appointment renewed, and the case shall be handled in accordance with Article 14 of *Regulations for the Appointment of Faculty and Researchers*.

(三) 教師若因特殊狀況無法如期繳交「改善方案成效報告書」或「改善事項成效報告書」，經校長核准，可俟其特殊狀況終止後順延繳交。

(3) The faculty failing to submit either reports by the stipulated deadline due to special circumstances may request the President's approval for postponing the submission.

十、 「條件式通過」教師，下一次評鑑結果限於「通過」與「未通過」兩類。

X. For the faculty who “conditionally pass,” the result of their next assessment shall only be either “passing” or “failing.”

十一、 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）送教務處彙整，並同時以書面通知受評人及所屬系(所)。

XI. The FAC shall submit the assessment results with the review opinions to the OAA for compilation and notify the faculty under assessment and their affiliated department/institute of the results in writing.

受評人如有異議，得於接到通知後次日起十五個工作日內，依本校教師評鑑辦法規定檢據提出申覆。

The faculty under assessment objecting to the resolution shall file an appeal with proof in accordance with the University's *Regulations for Faculty Performance Assessment* within fifteen (15) days starting from the next day of receiving the notification.

十二、 本細則未盡事宜，悉依相關規定辦理。

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

十三、 本細則經校務會議通過，陳請校長核定後實施，修正時亦同。

XIII. These guidelines are approved by the University Council and the President before implementation. Amendment to these guidelines shall follow the same procedure.