

國立中山大學西灣學院教學績優教師遴選要點

Guidelines on Selecting Prominent Faculty in Teaching in the Si Wan College

100 年 4 月 13 日 99 學年度第 3 次中心會議通過
100 年 4 月 21 日 99 學年度第 1 次臨時教務會議通過
101 年 1 月 11 日 100 學年度第 1 次中心會議（擴大中心全體同仁會議）通過
101 年 3 月 6 日 100 學年度第 2 次中心會議通過
101 年 3 月 19 日第 131 次教務會議修正通過
103 年 6 月 16 日 102 學年度第 3 次中心會議修正通過
103 年 10 月 13 日第 141 次教務會議修正通過
108 年 3 月 13 日第 159 次教務會議修正通過
108 年 3 月 27 日 107 學年度第 1 次院務會議追認通過
110 年 1 月 19 日 109 學年度院主管會議修正通過
110 年 3 月 19 日第 137 次教務會議核備
110 年 6 月 15 日 109 學年度第 3 次院務會議追認通過
111 年 2 月 16 日 110 學年度第 2 學期第 1 次院主管會議修正通過
111 年 2 月 24 日 110 學年度第 3 次院務會議通過
111 年 3 月 15 日第 171 次教務會議通過
111 年 5 月 18 日 110 學年度第 2 學期第 4 次院務會議通過
111 年 10 月 12 日第 173 次教務會議核備
112 年 3 月 2-3 日 111 學年度第 2 學期第 3 次院務會議通過
112 年 3 月 13 日第 175 次教務會議核備
113 年 5 月 22 日 112 學年度第 2 學期第 5 次院務會議通過
113 年 10 月 8 日 113 學年度第 1 學期第 1 次院務會議通過
113 年 10 月 15 日第 181 次教務會議核備

Approved at the 181st Academic Affairs Meeting on October 15, 2024.

- 一、為獎勵教師教學優良表現，依據本校「延攬及留住特殊優秀人才原則」與「延攬及留住特殊優秀人才實施規範」，特制訂國立中山大學西灣學院教學績優教師遴選要點。（以下簡稱本要點）
 - I. These guidelines are formulated in accordance with the University's *Principles for the Recruitment and Retention of Outstanding Faculty* and *Regulations for the Implementation of Recruitment and Retention of Outstanding Faculty*, to recognize the faculty members of the Si Wan College (hereinafter referred to as the "College") for their outstanding performance in teaching.
- 二、申請本要點獎勵之教師，除須符合校訂教學基本資格外，並須符合下列各項條件：
 - II. Faculty members meeting the University's basic teaching requirements and the following criteria shall be the candidates for Prominent Faculty in teaching in the College:
 - (一) 於西灣學院（以下簡稱本院）任教或連續在本院開課滿三年（含）以上之專任教授、副教授、助理教授、講師及約聘教師。其中所稱「滿三年（含）以上」之採計，係自申請時當學期往前推算 6 學期（不含教師留職留薪期間）。

- (1) teaching as a full-time professor, associate professor, assistant professor, lecturer, and contract-employed faculty member, and offering courses at the College for at least three years. The term “at least three years” shall be calculated as the six semesters prior to the semester of application (excluding periods of paid leave)
- (二) 專任教師申請時前一學年度之授課時數達本校「教師授課鐘點核計準則」規定。約聘教師之授課時數應達該職級專任教師基本授課時數規定。
- (2) when applying, the teaching hours of full-time faculty in the previous academic year shall meet the requirements stipulated in the University’s *Guidelines on the Calculation of Hourly Pay for Faculty Members*; and those of contract-employed faculty shall meet the basic requirement corresponding to the equivalent rank of faculty within the manning quota.
- (三) 本院專任(約聘)教師講授類之 3 年平均教學當量達到教師所屬單位專任教師平均教學當量之 70%以上。運動與健康教育中心教師，其體育類與講授類之 3 年平均教學當量達該中心專任教師平均當量之 70%以上。
- (3) reaching at least 70% of the average teaching equivalent of lecturing of full-time faculty in their affiliated unit over the past three years; for the faculty of the Center for Physical and Health Education, the average teaching equivalent of physical education and lecturing over the past three years reaching at least 70% of that of full-time faculty in the Center.
- (四) 非本院專任(約聘)教師，申請時前一學年度之授課當量達到所屬學院專任教師平均授課當量以上，且支援通識課程講授類 3 年平均教學當量達到本院（他院系所支援通識課程講授類）專任教師平均教學當量以上。
- (4) faculty members not affiliated with the College meeting or exceeding the average teaching equivalent of full-time faculty in their affiliated college in the previous academic year, and achieving a three-year average teaching equivalent of lecturing in general education courses at or above that of full-time faculty from other colleges/departments/institutes supporting general education courses in the College.
- (五) 欲申請校教學績優獎勵者，另須符合前二學年度教授全英語授課課程至少一門，或參與本校教師 EMI 培訓計畫至少二場次（須包含至少一次教學演示或教學觀課）。（不含中國文學系教師）
- (5) those applying for the award of University Prominent Faculty in Teaching, with additional requirement of offering at least one EMI course in the past two academic years, or participating in at least two sessions of the University’s EMI workshops (including one session of teaching demonstration or class observation) (Faculty of the Department of Chinese Literature are excluded).
- (六) 申請教師前一學年度授課課程之「教學意見調查」平均滿意度須高於教師所屬單位教師平均滿意度。

- (6) having the average score of the teaching survey for courses offered in the previous academic year surpassing that of the affiliated unit

申請本要點獎勵之教師，符合校訂教學基本資格，惟任教時間不符前項第一款規定者，於本院任教或連續在本院開課滿一年（含）以上之專任(約聘)教師，仍得申請參加本院教學績優教師遴選，惟不予推薦參加全校教學績優教師遴選。任教時間採計比照前項計算方式。

Faculty members meeting the University's basic teaching requirements but not satisfying the teaching duration requirement specified in Subparagraph 1 of the preceding Paragraph may still apply for the College's Prominent Faculty in Teaching selection, provided that they have taught at or continuously offered courses in the College for at least one year. However, they shall not be recommended for the University's Prominent Faculty in Teaching selection. The calculation of teaching duration shall follow the method specified in the preceding Paragraph.

授課當量的計算，教師休假之學期數免予計算，兼任行政職務者，減授時數得予扣除。

The calculation of teaching equivalent shall exclude semesters during which the faculty members are on leave, and reduced teaching hours due to concurrent administrative positions may be deducted.

- 三、申請本要點獎勵之教師，應填具本校「西灣學院教學績優教師遴選評分表」及相關證明文件及檔案，依教務處及本院公告時程辦理，由本院各單位向本院推薦。

- III. Applicants shall complete and submit the University's 'Evaluation Form for Selecting Prominent Faculty in Teaching in the Si Wan College' with relevant supporting documents and files, in accordance with the timeframes announced by the Office of Academic Affairs and the College. Recommendations shall be made by the respective units of the College.

- 四、本院「教學績優教師遴選委員會」以院長擔任召集人及當然委員，委員會之組成、作業程序及會議召開等事項，悉依本校「延攬及留住特殊優秀人才實施規範」之相關規定辦理。

- IV. The dean shall be the convener and an ex officio member of the Committee for Selecting College's Prominent Faculty in Teaching (hereinafter referred to as the "Committee") The organization, review procedure, and convening of meetings of the Committee shall be handled in accordance with the relevant regulations of the University's *Regulations for the Implementation of Recruitment and Retention of Outstanding Faculty*.

- 五、本院教學績優教師之遴選依本要點及教務處公告時程辦理，並由本院「教學績優教師遴選委員會」參考教學成果、教學歷程檔案、教學錄播等遴選標準，遴選本院教學績優教師，並由本院頒贈獎狀乙紙。

V. The selection shall be conducted in accordance with these guidelines and the timeline announced by the Office of Academic Affairs. The Committee shall select the College's Outstanding Teaching Faculty based on criteria such as teaching outcomes, teaching portfolios, and recorded teaching materials. Awardees shall receive a certificate issued by the College.

六、 本院依遴選委員會推薦之教學績優教師排序（推薦教師需含本院專任教師），送教務處參加全校教學績優教師之遴選。

VI. Based on the ranking of College's Prominent Faculty in Teaching recommended by the Committee (which shall include full-time faculty members of the College), the College shall submit the recommended list to the Office of Academic Affairs for the University's Prominent Faculty in Teaching selection.

推薦人數以本院專任教師(含約聘教師)及連續在本院開課滿三年(含)以上專任教師(含約聘教師)人數之總和百分之十為上限（餘數採無條件捨去）。

The number of the recommended faculty members shall not exceed ten percent (10%) of the total number of full-time faculty members (including contract-employed faculty) members of the College and those who have continuously taught in the College for at least three years, with any fractional numbers rounded down.

七、 本要點若有未盡事宜，悉依本校「延攬及留住特殊優秀人才實施規範」之相關規定辦理。

VII. Matters not covered in these guidelines shall be handled in accordance with the relevant regulations of the University's *Regulations for the Implementation of Recruitment and Retention of Outstanding Faculty*.

八、 本要點經院務會議通過，教務會議核備後實施，修正時亦同。

VIII. These guidelines are approved by the College Council and the Academic Affairs Council before implementation. Amendments to these guidelines shall follow the same procedure.