

國立中央大學工學院教師評鑑施行細則

National Central University College of Engineering Faculty Evaluation Implementation Guidelines

096. 01. 30 臨時院教評會議通過
Approved at the Ad Hoc College Faculty
Evaluation Meeting on January 30, 2007
096. 03. 07 院務會議通過
Approved at the College Affairs Meeting on March
7, 2007
096. 05. 29 校教評會核備
Ratified at the University Evaluation Meeting on
May 29, 2007
098. 03. 18 院務會議修正
Revised at the College Affairs Meeting on March
18, 2009
098. 11. 04 院務會議修正
Revised at the College Affairs Meeting on
November 4, 2009
098. 12. 22 校教評會核備
Ratified at the University Faculty Evaluation
Meeting on December 22, 2009
100. 09. 21 院教評會修正
Revised at the College Faculty Evaluation Meeting
on September 21, 2011
100. 10. 05 院務會議通過
Approved at the College Affairs Meeting on
October 5, 2011

100. 12. 27 校教評會核備
Ratified at the University Faculty Evaluation
Meeting on December 27, 2011
110. 01. 26 院行政主管會議通過
Approved at the College Administrative Supervisor
Meeting on January 26, 2021
110. 03. 03 臨時院教評會議通過
Approved at the Ad Hoc College Faculty
Evaluation Meeting on March 3, 2021
110. 06. 07 院務會議通過
Approved at the College Affairs Meeting on June 7,
2021
110. 06. 22 校教評會核備
Ratified at the University Faculty Evaluation
Meeting on June 22, 2021
112. 09. 19 院務會議通過
Approved at the College Affairs Meeting on
September 19, 2023
112. 10. 31 校教評會核備
Ratified at the University Faculty Evaluation
Meeting on October 31, 2023

第一條 國立中央大學工學院(以下簡稱本院)為提昇教師榮譽,增進教學、研究、輔導與服務水準,依「國立中央大學教師評鑑準則」(以下簡稱本校教師評鑑準則)相關規定,訂定本施行細則(以下簡稱本細則)。

Article 1 The College of Engineering at National Central University (hereafter referred to as the “College”) has established these implementation guidelines (hereafter referred to as the “Guidelines”) to enhance the honor of its faculty and improve the standards of teaching, research, counseling, and service, in accordance with relevant provisions of the “National Central University Faculty Evaluation Guidelines” (hereafter referred to as the “University Faculty Evaluation Guidelines”).

第二條 本院專任教師,除另有規定外,均應於到校服務滿四年後接受第一次評鑑,其後每四年接受評鑑一次。

教師應接受評鑑年資計算至應評鑑當年7月底止。

Article 2 All full-time faculty members of the College, unless otherwise stipulated, must undergo their first evaluation after completing four years of service. Subsequent evaluations are to be conducted every four years thereafter.

The calculation of the faculty's service seniority for evaluation purposes is up to the end of July of the year in which the evaluation is conducted.

第三條 教師評鑑由系、所教評會辦理初審，院教評會辦理複審。受評教師需填寫「國立中央大學工學院教師評鑑表」計算分數，並提供符合之資料予各系所教評會，各系所教評會應於實施當年九月底前完成驗證所屬受評教師之評鑑表並做成會議紀錄，提報院教評會審議。院教評會應於當年度十月底前完成評鑑作業，並將結果送校教評會備查。

Article 3 The faculty evaluations are initially reviewed by the Departmental Faculty Evaluation Committee and subsequently reviewed by the College Faculty Evaluation Committee. The faculty under evaluation must complete the "National Central University College of Engineering Faculty Evaluation Form," calculate their scores, and provide relevant materials to the Departmental Faculty Evaluation Committee. The Departmental Faculty Evaluation Committee must complete the verification of the evaluation forms of the faculty under its jurisdiction and record the meeting minutes by the end of September of the evaluation year. These documents are then submitted to the College Faculty Evaluation Committee for review. The College Faculty Evaluation Committee must complete the evaluation process by the end of October of the same year and submit the results to the University Faculty Evaluation Committee for record-keeping.

第四條 評鑑項目及標準：

Article 4 Evaluation Items and Standards:

一、本院教師評鑑採年度計分制。教師因生產、留職停薪、休假研究、借調他機關學校服務或其他重大事由，得於評鑑前檢具相關證明文件，提三級教評會核准延後辦理評鑑。而未辦理延後評鑑者，其缺席時期不列入評鑑期間內計算。

I. The College shall adopt an annual scoring system for faculty evaluations. Faculty members who are on maternity leave, leave without pay, research sabbatical, secondment to other institutions, or have other significant reasons may provide relevant proof to apply for a postponement of the evaluation. If the evaluation is not postponed, the period of absence will not be counted in the evaluation period.

二、教師評鑑分教學、研究及服務三項，各評鑑項目之分數每年最高為 60

分。受評教師就其評鑑期間之各評鑑項目計算各年總分，同時滿足下列條件始為通過：

II. The evaluation is divided into three categories: teaching, research, and service. Each evaluation item can score up to a maximum of 60 points per year. Faculty members under evaluation must calculate the total annual scores for each evaluation item during the evaluation period and meet the following conditions to pass:

1. 評鑑期間年平均總分達 70 分(含)以上。

The average annual total score during the evaluation period must be 70 points or above.

2. 研究項目之評分需達評鑑期間之年平均至少 5 分。

The score for the research category must be at least an average of 5 points per year during the evaluation period.

3. 評鑑期間至少需發表一篇 SCIE、EI 或 SSCI 之期刊論文。

At least one SCIE, EI or SSCI journal article must be published during the evaluation period.

三、受評教師未達上述評鑑標準者，由院教評會逐案審議，經無記名投票，以三分之二(含)以上同意，始為通過，院教評會審議期間得邀請當事人說明。

III. Faculty members who do not meet the above evaluation standards will have their cases individually reviewed by the College Faculty Evaluation Committee. The committee will conduct an anonymous vote, and the evaluation will pass if at least two-thirds (inclusive) of the committee members agree. The College Faculty Evaluation Committee may invite the faculty member concerned to provide explanations during the review period.

四、各項評估標準如下：

IV. The standards for each evaluation item are as follows:

(一) 教學

(I) Teaching

1. 授課：每授課一門計 10 分，無上課之專題或專題研究不計。

Course Instruction: Each course taught counts for 10 points. Projects or special research topics without classroom instruction do not count.

2. 指導研究生：指導碩(博)士生畢業(不含碩士在職專班)，每名計 10 (20)分。

Graduate Student Supervision: Supervising each graduating master's (excluding part-time master's programs) or Ph.D. student counts for 10 points (20 points for Ph.D. students).

(二) 研究

(II) Research

1. 論文發表

Paper Publications

- (1) 每出版一篇 SCIE、EI 或 SSCI 期刊論文計 10 分，若為論文之第一作者或通訊作者，則計 20 分。

- (1) Each SCIE, EI, or SSCI journal paper published counts for 10 points. If the faculty member is the first author or corresponding author, it counts for 20 points.

- (2) 每獲一件專利成就，計 10 分。

- (2) Each patent achievement counts for 10 points.

2. 研究計畫

Research Projects

- (1) 政府研究計畫：每年主持國科會或其他政府研究計畫案，一件計 10 分。

- (1) Government Research Projects: Each government research project (e.g., National Science and Technology Council or other government agencies) hosted per year counts for 10 points.

- (2) 建教合作：每年主持建教合作計畫案，一件計 10 分。

- (2) Industry-Academia Collaboration: Each industry-academia collaboration project hosted per year counts for 10 points.

(三) 服務

(III) Service

1. 擔任行政主管得減授課時數者，每學期計 10 分，擔任院校各委員會委員或系所委員會召集人，每年每項計 5 分。
Serving as an administrative supervisor eligible for reduced teaching hours counts for 10 points per semester. Serving on college or department committees or as a convener of these committees counts for 5 points per item per year.
2. 擔任導師，每學年計 5 分。
Serving as a student advisor counts for 5 points per academic year.
3. 其他服務事蹟，如擔任無給職之各種服務、校外服務、校內優良導師、指導學生專題獲獎等等，由系教評會認定，每年至多計 15 分。
Other service activities, such as unpaid services, external services, being an outstanding advisor within the university, or supervising award-winning student projects, are recognized by the Departmental Faculty Evaluation Committee and can count for up to 15 points per year.

第五條 評鑑未達最低標準之規定如下：

Article 5 Regulations for faculty who do not meet minimum evaluation standards:

- 一、評鑑未達標準之教師，自下學年起不予晉薪(俸)，且不得在外兼職兼課、
休假研究或講學，及擔任本校各項學術、行政主管。
 - I. Faculty who do not meet the evaluation standards will not receive salary increments starting from the next academic year. Additionally, they will be prohibited from holding external part-time jobs, taking leave for research or lecturing, and serving in any academic or administrative supervisory roles within the university.
- 二、評鑑未達標準之教師得由本院協調系所給予協助，並得於次年起二年內
向本院提出再評鑑之申請，再評鑑通過後下學年起解除因前次評鑑未
達標準之各項限制。
 - II. Faculty who do not meet the evaluation standards may receive assistance from their department coordinated by the College. They can apply for a re-evaluation within two years starting from the following year. If the re-evaluation is passed, all restrictions imposed due to the previous evaluation failure will be lifted from the next academic year.

三、通過再評鑑者，其下一次評鑑自再評鑑當年八月起算。

III. For those who pass the re-evaluation, their next regular evaluation will start from August of the re-evaluation year.

四、定期評鑑連續二次未達標準者，應退休、資遣或依法定程序辦理不續聘。

IV. Faculty who fail to meet the standards in two consecutive regular evaluations must retire, be laid off, or be processed according to legal procedures for non-renewal of employment.

五、未於期限內接受評鑑或填附資料不實致影響評鑑結果者，視同評鑑未達標準。

V. Faculty who fail to undergo evaluation within the specified time frame or provide false information that affects the evaluation results will be considered as not meeting the evaluation standards.

第六條 本細則若有未盡事宜，悉依本校教師評鑑準則辦理。

Article 6 Matters not covered by these Guidelines will be handled in accordance with the University Faculty Evaluation Guidelines.

第七條 本細則由院教師評審委員會訂定，經院務會議通過，報校教師評審委員會核備後實施，核備後實施，修正時亦同。

Article 7 These Guidelines are formulated by the College Faculty Evaluation Committee, approved by the College Affairs Meeting, and implemented after being recorded by the University Faculty Evaluation Committee. The same procedure applies for any amendments.