

國立臺灣大學文學院教師評鑑辦法施行細則

Implementation Details of the Faculty Evaluation Regulations, College of Liberal Arts, National Taiwan University

89年12月27日89學年度第1學期第1次文學院院務會議通過
90年1月9日第2179次行政會議修正通過
92年6月20日91學年度第2學期第2次文學院院務會議修正通過
92年10月7日第2311次行政會議修正通過
93年12月22日93學年度第1學期第2次文學院院務會議修正通過
94年1月25日第2374次行政會議通過
95年6月21日94學年度第2學期第3次文學院院務會議修正通過
95年8月15日第2444次行政會議通過
96年6月6日95學年度第2學期第2次文學院院務會議通過
96年7月17日第2488次行政會議修正通過
97年1月9日96學年度第1學期第2次文學院院務會議通過
97年1月22日第2510次行政會議通過
100年1月5日99學年度第1學期第4次院務會議修正通過
100年1月25日第2655次行政會議修正通過並自100年2月9日文學院(100)發字第9號函發布施行
100年6月1日99學年度第2學期第2次文學院院務會議修正通過
100年6月21日第2674次行政會議通過並自100年7月4日文學院(100)發字第65號函發布施行
102年6月5日101學年度第2學期第2次文學院院務會議修正通過
102年7月2日第2769次行政會議通過並自102年7月15日文學院(102)發字第69號函發布施行
103年1月9日102學年度第1學期第2次院務會議通過
103年2月18日第2799次行政會議通過並自103年2月26日文學院(103)發字第14號函發布施行
103年10月25日103學年度第1學期第1次校務會議決議修正並自103年12月1日文學院(103)發字第136號函發布施行
104年6月3日103學年度第2學期第2次院務會議通過
104年6月23日第2864次行政會議修正通過並自104年7月6日文學院(104)發字第63號函發布施行
106年1月4日105學年度第1學期第3次院務會議修正通過
106年1月24日第2936次行政會議通過並自106年1月25日文學院(106)發字第5號函發布施行
108年3月20日107學年度第2學期第1次院務會議通過
108年4月30日第3039次行政會議通過並自108年5月16日文學院(108)發字第49號函發布施行
109年10月14日109學年度第1學期第1次院務會議通過
109年11月10日第3081次行政會議通過並自109年11月26日文學院(109)發字第074號函發布施行
Amended on October 14, 2020 at the Collegiate Affairs Meeting
Passed on November 10, 2020 at the 3081st University Administrative Meeting
Effective from November 26, 2020 upon the announcement of the Liberal Arts College

修正條文	English Translation
第一條 本施行細則依「國立臺灣大學文學院教師評鑑辦法」第十四條訂定之。	1. The implementation details are established in accordance to the Article 14 of the “Faculty Evaluation Regulations of the College of Liberal Arts, National Taiwan University.”
第二條 各級教師初次受評者提供到校後三年內各項資料，第二次以後提供自上次通過評鑑或升等、改聘後之資料。各系、所、學位學程應召開相關會議審議評鑑案後彙整受評鑑教師之學術著作、教學、服務等相關	2. All faculty members, upon their first evaluation, shall submit the required credentials developed within three years after they began teaching at the University. For subsequent evaluations, faculty members shall submit the required credentials accumulated after their previous evaluation, promotion, or change of rank. After each department, graduate institute, or degree program has completed its review meeting, the faculty’s academic

<p>資料，送請本院評鑑小組評鑑。</p>	<p>works and relevant data on teaching and service should be compiled into a Dossier and submitted to the College Evaluation Committee for evaluation.</p>
<p>第三條 評鑑分資料評分及評鑑委員評分兩部份。按研究、教學、服務三項，各以滿分100分評定，再依一般教師研究占60%，教學占30%，服務占10%計算；語言教師研究占20%，教學占70%，服務占10%計算；擔任教學專任專業技術人員評鑑之項目及其所占百分比如下：研究占20%，教學占50%，服務占30%。以上各項總和占最後總分70%。</p> <p>評鑑委員依前項比例評定之分數占最後總分30%。以最後總分75分為標準，議決是否通過。</p>	<p>3. There are two separate reviews: The Dossier Evaluation (70%) and Review by the College Evaluation Committee (30%). Each evaluation will target three areas: Research, Teaching, and Service. Each area is worth a maximum of 100 points. For the GENERAL FACULTY not under the category of LANGUAGE TEACHER, the final score is tallied based on the following formula: Research (60%), Teaching (30%), and Service (10%). For LANGUAGE TEACHERS, the formula is: Teaching (70%), Research (20%), and Service (10%). For full-time TECHNICAL SPECIALISTS in charge of teaching, the formula is: Service (20%), Teaching (50%), and Research (30%). (Note that these formulas apply to both the Dossier Evaluation and the College Evaluation Committee Review).</p> <p>The score of the first (Dossier) review constitutes 70% of the final College evaluation score, while the result of the College Evaluation Committee Review makes up the rest 30%. The standard passing score is 75 points (the Dossier Evaluation + the score given by the Collegiate Evaluation Committee), and the resolution will be made based on this standard.</p>
<p>第四條 資料評分，採依據基本分，累進計算方式。</p> <p>資料評分之研究項目，依其著作發表期刊之分級，擇其最優一篇，採計其基本分如下：</p> <p>A 級（一級）60 分，B 級（二級）50 分，C 級（三級）40 分。此外，每增A 級一篇，加20 分；每增B 級一篇，加10 分；每增C 級一篇，加5 分，計算以到滿分為止。</p> <p>論著獲科技部(原國科會)獎助，視同A 級；科技部傑出</p>	<p>4. The scores on Dossier Evaluation are given according to a “base score” plus “accumulated scores”.</p> <p>The RESEARCH performance of the Dossier Evaluation is scored based on the following standards: one superlative journal article is selected and a base score is given according to the category of the journal: 60 points for A-level journals, 50 points for B-level journals, and 40 points for C-level journals. Each additional A-level article is given 20 points, each additional B-level article is given 10 points, and each additional C-level article is given 5 points, calculated until the full score is reached.</p> <p>Works which receive awards from the Ministry of Science and Technology (MOST), formally known as the National</p>

研究獎論著，視同A 級兩篇。個人單著或與另一作者合著之學術專書（含論文集、通論性專書、大專教科書、學術翻譯）視同A級期刊論文一篇，若經系、所、學位學程相關會議認定，最高得採計A級二篇。其他非期刊論文之學術著作與翻譯、創作文類之分級，依各系、所、學位學程明訂辦法辦理。

多人合著之學術著作，給分比例由系所、學位學程訂定之。以專書、專書論文、論文集、論文集論文計分者，以已出版者為限。

受評鑑教師之著作尚未出版者，期刊論文須檢附已接受將定期發表之證明；專書、專書論文、論文集、論文集論文須檢附將出版之證明。

前項著作若未能於該系所、學位學程辦理次學年度教師評鑑前出版或無其他同等級出版者，該系所、學位學程應視為評鑑不通過並向法院提報。其因不可歸責於受評鑑人之事由，而未能於一年內出版或於期刊發表者，應檢附該著作未能出版或於期刊發表之原因及確定出版或於期刊發表時間之證明，向本院評鑑小組申請展延。展延期限以該著作出具將出版或期刊已接受發表證明之日起三年內為限。藝術相關系、所、學位學程得依教育部訂定「專科以上學校教師資格審定辦法」之原則，擬定作品及成就證明之分級標準，比照評分。

Science Council, are considered as A-level journal articles. Works which receive the “Distinguished” Research Award from MOST are considered as two A-level journal articles.

Each single-authored or co-authored scholarly book (including volumes of essays, general scholarly guides and introductions, college-level textbooks, scholarly translations, etc.) counts as ONE A-level essay or as maximum TWO A-level essays, the latter subject to approval by relevant Department, Graduate Program, and Degree Program committees. All other scholarly publications, i.e., those falling outside of the scholarly essay category, such as other translations and creative works, shall be evaluated in accordance with the relevant guidelines and regulations of respective Departments, Graduate Programs, and Degree Programs.

Scoring percentage of collaborated scholarly works shall be determined by each Department and Degree Program. Books, book chapters, collections of essays and essays in collections will not be awarded points if not published.

A faculty member under evaluation may submit a letter of acceptance with a scheduled publication date for his/her unpublished journal article. For unpublished books, book chapters, collections of essays and essays in collections, letters of acceptance with scheduled publication dates should be submitted. However, if the publications mentioned above are still not published by the time of evaluation implemented by the relevant Department or Degree Program in the following year, and if the faculty member cannot present any other published work at the same ranking standard, the relevant Department or Degree Program shall fail the faculty member under evaluation and report the result to the College. Nevertheless, if the failure to publish within a year's time cannot be attributed to the faculty member, the faculty member should submit official documents stating reasons for the delay and a definite publication date to the College's Evaluation Committee for an extension. The extension period must be within three years of the date of acceptance indicated

	<p>in the initial letter of acceptance.</p> <p>Art and art-related departments, graduate institutes, and degree programs can establish grading standards for works and performances according to the Ministry of Education’s “Regulations of Qualification Evaluation for Teachers above the Technical School Level.”</p>
<p>第五條 資料評分之教學項目，以教學時數與教學評鑑兩項分別計分，平均計算，得其總分。</p> <p>教學時數計分，以每週實際授課時數，<u>一般教師</u>依教授8小時，副教授9小時，助理教授9小時，講師10小時為標準，<u>語言教師依副教授12小時，助理教授12小時，講師13小時為標準</u>，獲70分之基本分，每多1小時加10分。<u>語言教師教學時數未達應授時數者，每少1小時扣當學期教師評鑑教學時數總分10分。</u>擔任導師加20分；指導研究生加20分，第2人起每增1人加10分，以上各項總和，計算以到滿分為止。教學時數，以評鑑期間各學期之平均分數為其評分。獲本校教學傑出獎者，自獲獎當學年起5年，每學年教學<u>時數</u>之基本分為100分；獲本校教學優良獎者，該學年教學評鑑之基本分為90分，各項總和，計算以到滿分為止。教學評鑑，以評鑑總平均值3，為獲70分之基本分，每增減0.1得增減2分，計算以到滿分為止。教學評鑑以評鑑期間所有課程評鑑之平均分數為其評分。</p>	<p>5. The TEACHING performance of the Dossier Evaluation is scored based on the following formula: Teaching Hours (50%), Student Evaluations (50%).</p> <p>For TEACHING HOURS, a base score of 70 is given to <u>a regular faculty member</u> who meets the contractually required minimum hours: 8 weekly teaching hours for full professors, 9 for associate and assistant professors, and 10 for instructors. <u>A language teacher who meets the following required weekly teaching hours will get a base score of 70: 12 for associate and assistant professors, and 13 for instructors.</u> 10 points are added for every extra hour taught. <u>If language teachers do not meet the minimum requirement, 10 points (for each hour/per semester) shall be deducted from the total score for teaching hours during faculty evaluation.</u> Additional 20 points are given for serving as student advisors. Additional 20 points are given for supervising a graduate student, with additional 10 points for supervising each extra graduate student. The sum of the above items is calculated until the full score of 100 points is reached. The final score is the average of all semester scores during the evaluation period. Recipients of the University’s Distinguished (傑出) Teaching Award are given a base score of 100 points <u>for Teaching Hours</u> for 5 consecutive academic years dating from the year when one receives the award while recipients of the University’s Excellent (優良) Teaching Award are given a base score of 90 for the school year. The sum of all items is calculated until the full score of 100 points is reached.</p> <p>For STUDENT EVALUATIONS, a base score of 70 is given to the evaluation average score of 3. Two points are added to the base score for an extra of 0.1 evaluation average while Two points are deducted for an minus of 0.1</p>

	<p>evaluation average, and the sum is calculated until the full score of 100 points is reached. The final score is the average of all semester courses evaluations during the evaluation period.</p>
<p>第六條 資料評分之服務項目，以一項為基本分 70 分；每增一項多 10 分，計算以到滿分為止。</p>	<p>6. The SERVICE performance of the Dossier Evaluation is scored based on the following criteria: one item of service translates into a base score of 70 points. Each extra item translates into an additional 10 points until the full score is reached.</p>
<p>第七條 本細則規定未盡事宜，依照本院教師評鑑辦法及本校有關規定處理。</p>	<p>7. If there are matters not covered by these details, they should be dealt with according to the Faculty Evaluation Regulations of the College and other relevant regulations of the University.</p>
<p>第八條 本細則經本院院務會議及本校行政會議通過後，自發布日施行。</p>	<p>8. After these implementing details are approved by the Collegiate Affairs Meeting and the University's Administrative Meeting, they then come into effect from the day of promulgation.</p>