

# 國立中山大學文學院教師升等審查要點

## Guidelines on the Evaluation of Professorship Rank Promotion in the College of Liberal Arts

88.6.22 八十七學年度第八次院務會議訂定  
88.12.28 本校第 224 次教師評審委員會通過  
89.4.27 八十八學年度第五次院務會議修正通過  
89.6.13 八十八學年度第十次院教評會修正通過  
89.11.23 八十九學年度第一次院務會議通過  
89.11.27 第 240 次教師評審委員會通過  
93.5.25 九十二學年度第十次院教評會通過  
93.6.17 九十二學年度第四次院務會議通過  
93.9.30 第 291 次校教評會修正通過  
94.10.05 九十四學年度第一次院務會議修正通過  
94.10.20 第 297 次校教評會通過  
95.04.25 九十四學年度第七次院教評會通過  
95.05.02 九十四學年度第五次院務會議通過  
95.06.15 第 303 次校教評會通過  
97.05.22 九十六學年度第七次院教評會修正通過  
97.05.29 九十六學年度第六次院務會議修正通過  
97.06.18 第 315 次校教評會通過  
98.06.04 九十七學年度第八次院教評會修正通過  
98.06.16 第 322 次校教評會通過  
105.12.22 一〇五學年度第一次院務會議修正通過  
106.1.5 第 378 次校教評會予以核備  
107.3.8、4.19 一〇六學年度第五、六次院教評會修正通過  
107.4.11 一〇六學年度第五次院務會議修正通過  
107.5.3 一〇六學年度第 387 次校教評會通過  
111學年度第3次院教評會修正通過 (111.12.8)  
111學年度第2次院務會議修正通過 (111.12.01)  
本校第420次校教評會通過 (111.12.29)  
111學年度第6次院教評會修正通過 (112.4.13)  
111學年度第4次院務會議修正通過 (112.4.20)  
本校第422次校教評會通過 (112.4.27)

Approved at the 422nd University Faculty Evaluation Committee meeting on April 27, 2023

一、 本學院為辦理教師升等，依據本校教師升等審查辦法，訂定本要點。

I. These guidelines are formulated in accordance with the University's *Regulations for the Evaluation of Professorship Rank Promotion* to handle the evaluation of professorship rank promotion of the faculty in the College of Liberal Arts (hereinafter referred to as the "College").

二、 本學院各級教師申請升等資格及年資採計，應符合本校教師升等審查辦法之規定。

II. For the College faculty of all ranks applying for promotion, the eligibility and calculation of work seniority shall comply with the University's *Regulations for the Evaluation of Professorship Rank Promotion*.

(一) 升等管道：分為一般研究類、技術應用類、教學研究類及展演藝術類。申請升等教師應擇一提出申請，其中展演藝術類限適用於

音樂學系及劇場藝術學系所屬教師。

- (1) The pathway of the faculty's rank promotion is categorized into the tracks of general research, technology application, pedagogical research, and performing arts. The faculty shall select one of the tracks to submit their application. Nevertheless, the track of performing arts shall be exclusively applicable to the faculty affiliated with the Department of Music and the Department of Theater Arts.
- (二) 升等審查包括學術產學研究績效(A)、教學績效(B)及服務績效(C)三項，學術產學研究績效分為學術研究成果外審成績(A1)及七年內本職級研究計畫獎助及學術成就(A2)。
- (2) The evaluation includes three categories: academic & industry-academia research performance (A), teaching performance (B), and service performance (C). Academic & industry-academia research performance (A) includes external evaluation of academic research (A1) and research projects and other academic achievements within the past 7 years at the current rank (A2).
- (三) 各升等管道各項評分比重如下表：
- (3) The scoring percentage of the three categories for each track is as follows:

升等類別 tracks of promotion	學術產學研究績效(A) academic & industry-academia research performance (A) (學術研究成果外審成績A1、七年內本職 級研究計畫獎助及學術成就A2) (external evaluation of academic research A1, research projects and other academic achievements within the past 7 years at the current rank A2)	教學績效(B) teaching performance (B)	服務績效(C) service performance (C)
一般研究類 general research	70%(A1:75%、A2:25%)	20%	10%
技術應用類 technology application	70%(A1:40%、A2:60%)	20%	10%
教學研究類 pedagogical research	60%(A1:60%、A2:40%)	30%	10%
展演藝術 performing arts	70%(A1:75%、A2:25%)	20%	10%

- (四) 教師所提外審之學術研究成果件數至多10件。教師應自行擇一為代表作，其屬系列之相關研究者，得合併為代表學術研究成果，其餘列為參考學術研究成果。以展演藝術類提出升等者所提外審依專科以上學校教師資格審定辦法之「附表三、以作品及成就證

明送審教師資格審查範圍及基準」辦理。

- (4) The faculty applying for rank promotion shall submit up to ten academic research works for the external evaluation, and shall select one as a representative work and use the rest as reference. Related works constituting a series may be compiled into one representative work. Those applying through the track of performing arts shall have their external evaluation handled in accordance with the *Scope and Criteria for Examination of Creative Works and Evidence of Achievement Submitted for Teacher Accreditation Reviews (Attachment 3) of Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education*.
- (五) 學術產學研究績效、教學績效及服務績效依本學院教師升等審查評分細則辦理(另訂之)。
- (5) Academic & industry-academia research performance, teaching performance, and service performance shall be scored in accordance with *Guidelines on the Detailed Implementation of Evaluation of Professorship Rank Promotion in the College of Liberal Arts*.
- (六) 本學院系(所)級及院級教師評審委員會(以下簡稱教評會)審議本學院教師升等案，升等為教授或副教授者之學術研究成果外審成績，除依本校規定至少有四位外審委員評等為「優良」以上外，且外審成績總平均升等教授者需達 80 分以上或升等副教授者需達 77 分以上，始達外審合格門檻。未達外審合格門檻者，視為升等不通過。
- (6) Department/institute faculty evaluation committees (hereinafter referred to as the “DFEC”) and the College Faculty Evaluation Committee (CFEC) shall review rank promotion cases. Applicants applying for professorship or associate professorship shall receive the “Good” grade from at least four reviewers. Moreover, the passing threshold of external evaluation shall be 80 and 77 for professorship and associate professorship, respectively. Those not passing the external evaluation shall be deemed unsuccessful in their application for promotion.
- (七) 前經教師資格審定不合格者，重新提出之學術研究成果曾作為代表作送審時，其送審著作應增加或更換一件以上。
- (7) When submitting the same representative work as the one used in a prior failed application, applicants shall add at least one new reference work as a replacement or supplement.

三、 各系(所)應於每學期正式上課一星期內，將通過系(所)級升等資格審查之系(所)級教評會會議紀錄、審查資料、迴避名單與迴避理由，亦得

提供不利審查之學者專家名單，送院教評會，逾期不受理。

- III. Individual departments/institutes shall submit cases that pass the qualification review along with the DFEC meeting minutes, relevant documentation, the recusal list of interested person with reasons, and the list of scholars who might deemed unfavorable in the evaluation if needed to the CFEC within the first week after the class starts in each semester. Late submissions shall not be accepted.
- 四、 各系（所）教評會下學期辦理8月1日及上學期辦理2月1日升等生效之升等審查，除依據各系（所）教師升等審查要點外，應依本要點及本校教師升等審查辦法由校進行外審。外審結果送回系（所）級教評會審查，由系（所）級教評會召集人加註評語，連同審查成績、會議紀錄及各項表件等申請資料，於本學院通知限期截止日前提送本學院第三次教評會辦理院級審查。
- IV. In order for faculty promotions to take effect on August 1 (Fall semester) or February 1 (Spring semester), the DFEC shall review rank promotion cases in accordance with its own *Guidelines on the Evaluation of Professorship Rank Promotion*, and the University shall submit the applicants' case to the external reviewers for evaluation according to the University's *Regulations for the Evaluation of Rank Professorship Rank*. The external evaluation result shall be returned back to the DFEC for the department level review; the DFEC shall then submit the cases passing its review, along with the chairperson's comments, the score of the review, the meeting minutes, and relevant documentation to the CFEC third meeting each semester before the deadline specified by the College.
- 五、 本學院教評會受理教師升等審查案時，其程序悉依本校教師升等審查辦法及第四點規定辦理之。
- V. The College shall review rank promotion cases in accordance with Article 4 of the University's *Regulations for the Evaluation of Professorship Rank Promotion*.
- 六、 本學院教評會開會審議升等案件時，得邀請有關人員列席說明。
- VI. When the CFEC convenes to review rank promotion cases, relevant personnel may be invited to attend and provide explanations.
- 七、 本學院教評會審議升等案時，委員應親自出席，不得由他人代理。須有委員三分之二以上出席，始得開會。
- VII. At least two-thirds of the CFEC members shall attend to review rank promotion cases, with members attending in person and no proxies allowed.
- 八、 經本學院教評會升等審查通過之教師，由院級教評會召集人加註評語，連同審查成績、會議紀錄及各項表件等申請資料及其升等著作，送本校教評會進行校級審查。

- VIII. Cases that pass the college level review shall be submitted along with the score of the review, the CFEC meeting minutes, relevant documentation, the applicant's publications, and the chairperson's comments to the University Faculty Evaluation Committee (UFEC) for the university review.
- 九、 本學院教師升等案，經系(所)級或院級教師評審委員會審查時，發現外審意見有疑義者，得依本校教師升等審查辦法提出行政救濟。
- IX. Administrative remedies may be sought in accordance with the University's *Regulations for the Evaluation of Professorship Rank Promotion* when there are doubts regarding the result of external evaluation during the review by the DFEC or CFEC.
- 十、 經系(所)級或院級教評會審議不通過，申請升等教師如不服審議結果，得依相關規定提出申訴或申復。申請升等教師於申復期間向本校申評會提出申訴者，申復應立即停止。
- X. Applicants not passing the review by the DFEC or CFEC and disagreeing with the evaluation result may file an appeal or grievance in accordance with relevant regulations. When the applicants directly appeal to the Faculty Appeal Handling Committee after filing a grievance against the DFEC or CFEC's decision, the process of the grievance shall be immediately terminated.
- 十一、 本要點若有未盡事宜，悉依本校教師升等審查辦法及專科以上教師資格審定辦法等相關法規處理之。
- XI. Matters not covered herein shall be handled in accordance with the University's *Regulations for the Evaluation of Professorship Rank Promotion, Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education*, and relevant regulations of the University.
- 十二、 本要點經本學院教評會、院務會議及校教評會通過，陳請校長同意後實施；修正時亦同。
- XII. These guidelines are approved by the CFEC, the College Council, the UFEC, and the President before implementation. Amendments to these guidelines shall follow the same procedure.