

教師評鑑與獎勵

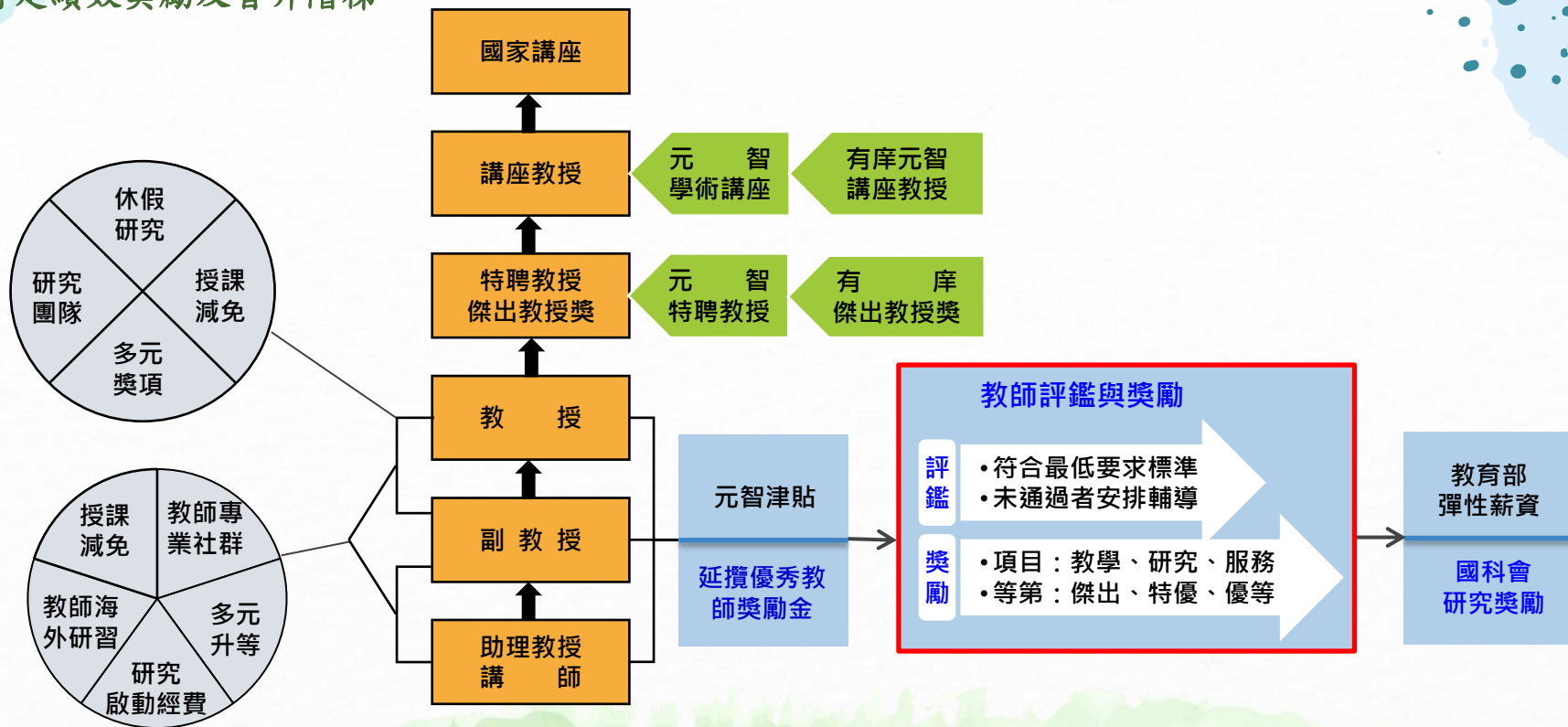
**Yuan Ze University Faculty Evaluation
and Rewards**

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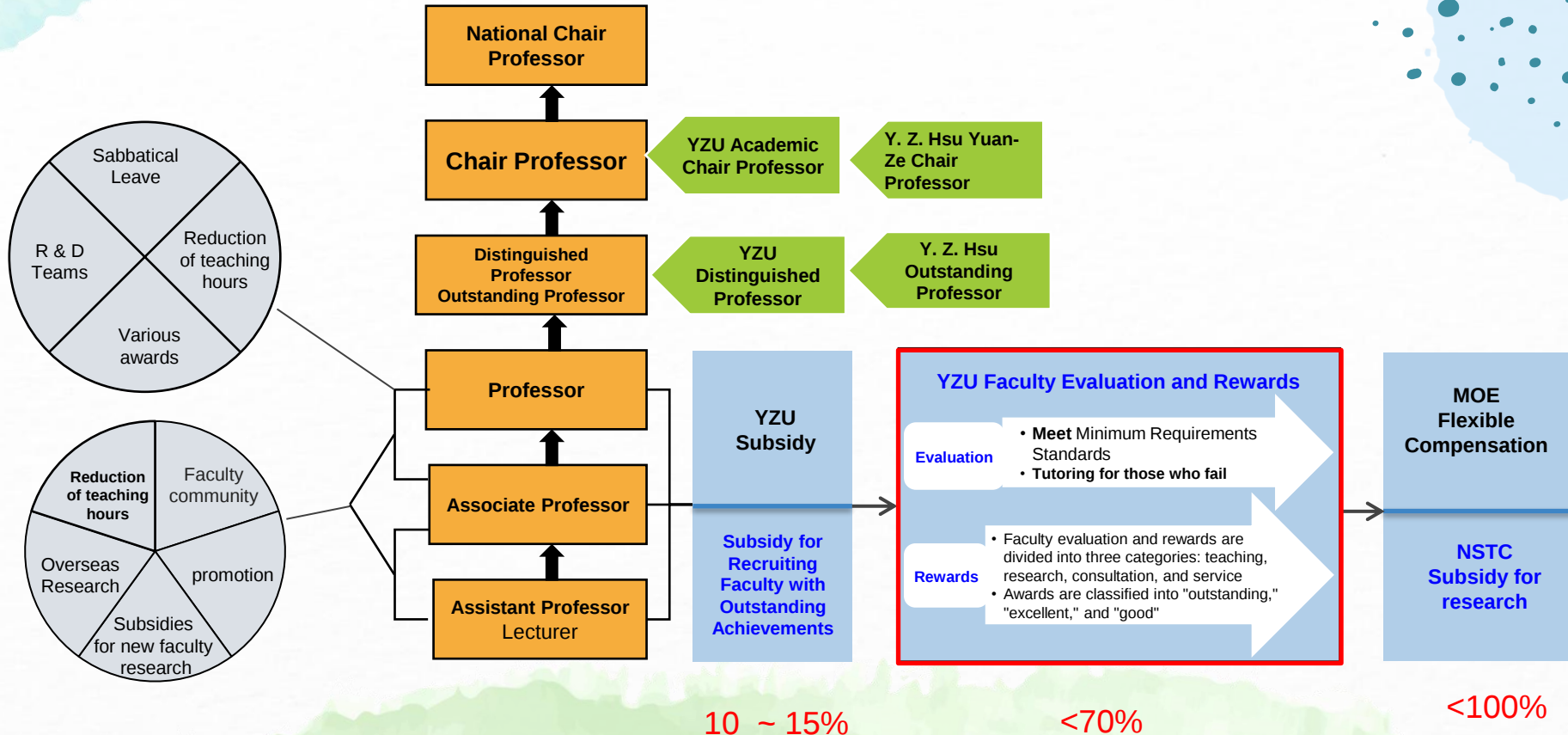
教師階梯制度

重視教師職涯發展規劃
訂定績效獎勵及晉升階梯

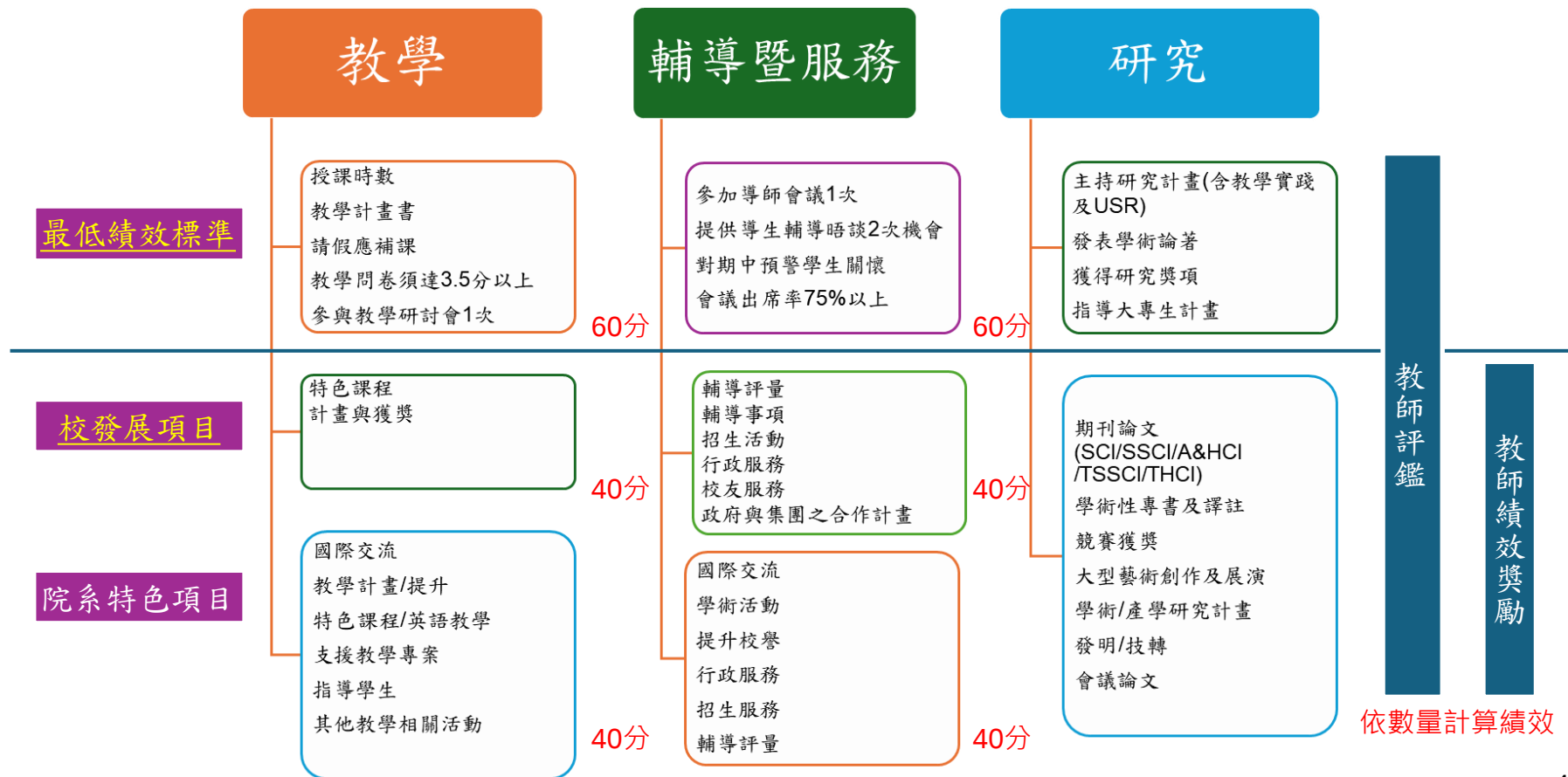


Faculty Career Development Ladder System

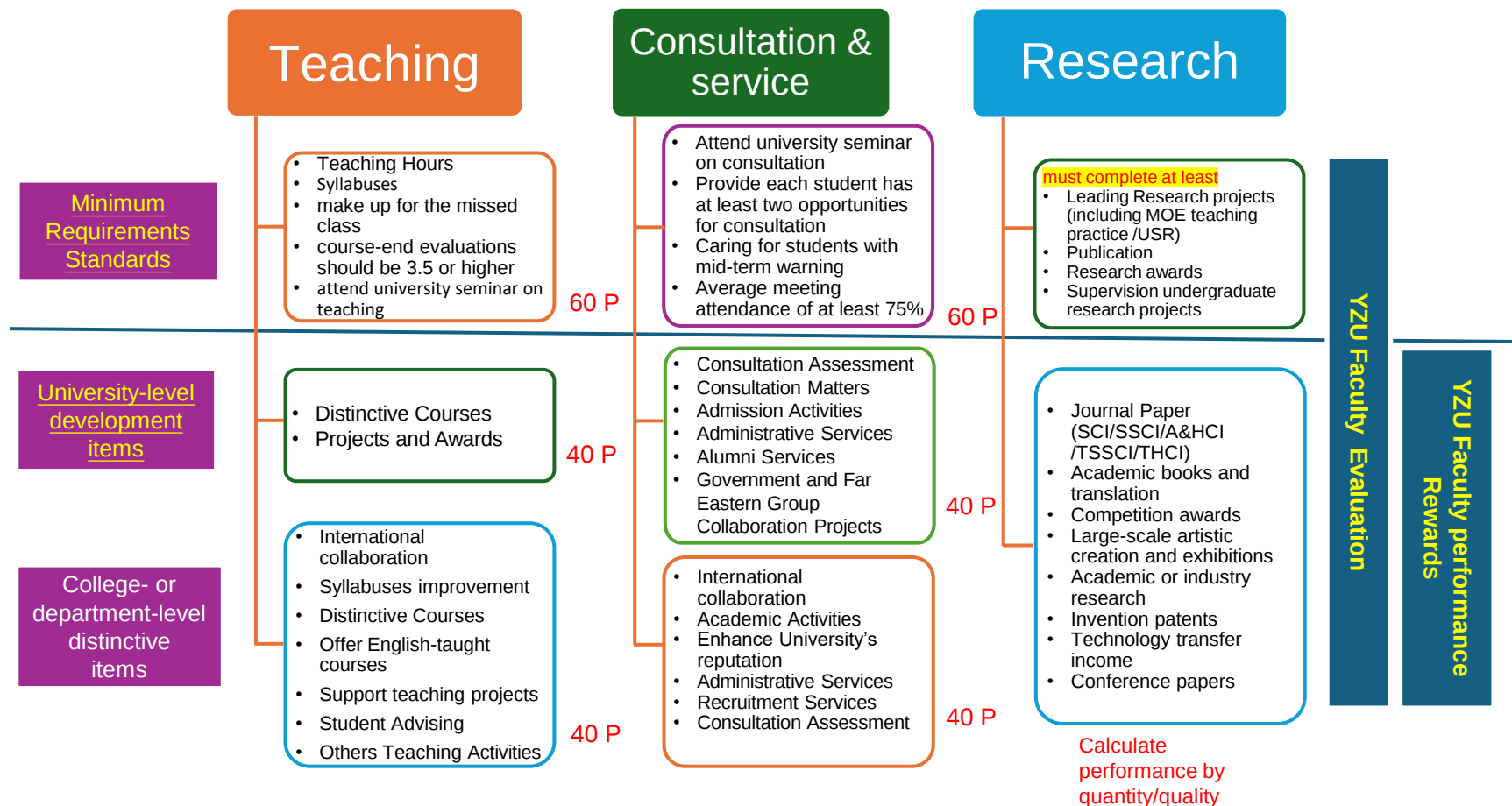
YZU places great importance on the planning of faculty career development and has established performance-based incentives and a structured promotion pathway

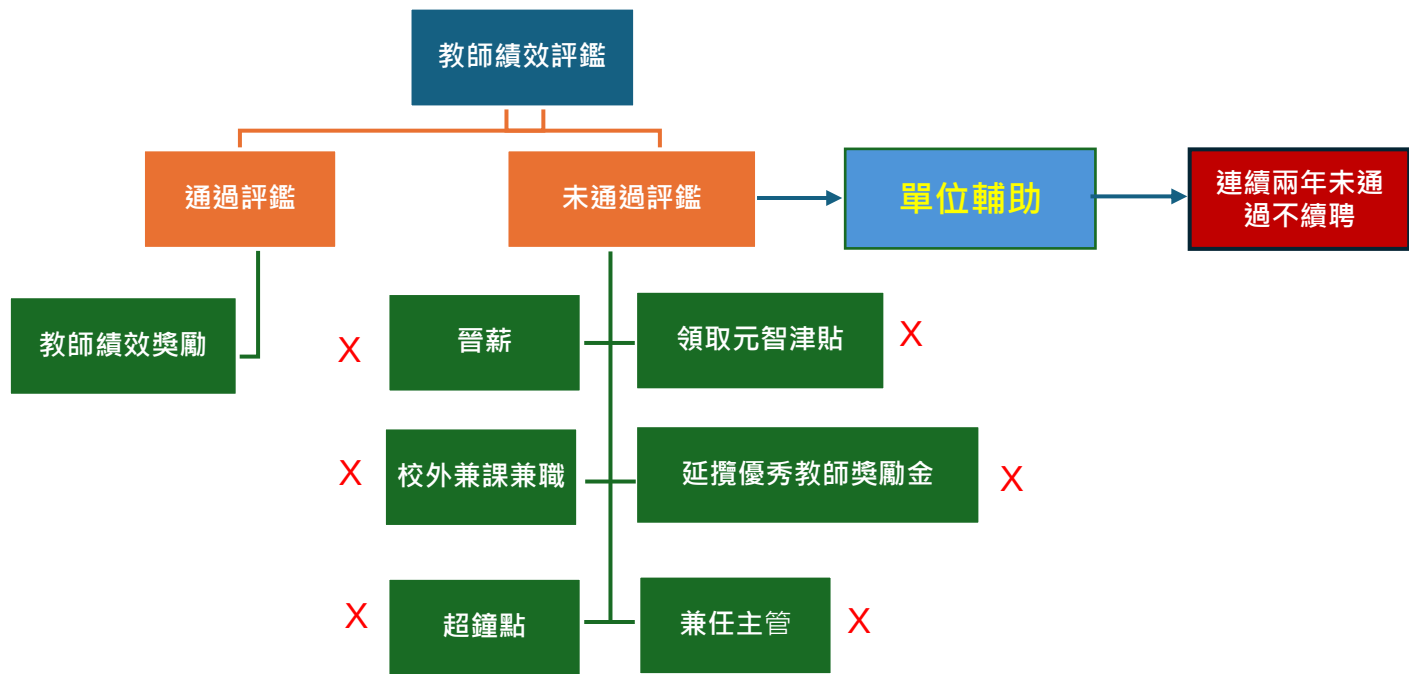


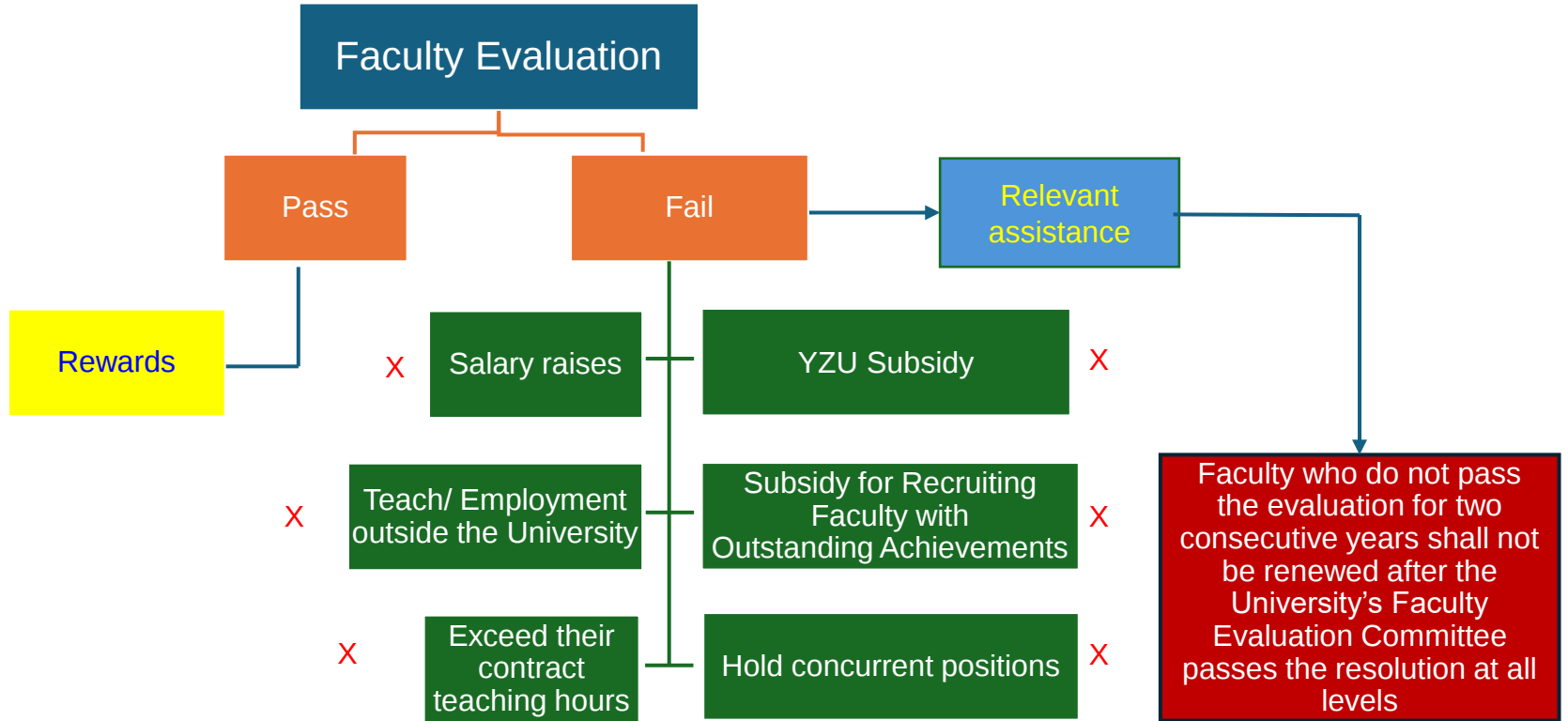
教師評鑑與獎勵制度



YZU Faculty Evaluation and Rewards







元智大學教師學年度績效獎勵實施細則

Yuan Ze University Faculty Annual Performance Reward Implementation Rules

教學及輔導暨服務項目之考評：Evaluations of Teaching, Consultation and Service:

- 一、教師通過最低要求標準者得基本分數60分。Faculty who meet the “YZU Faculty Evaluation Minimum Requirements Standards” receive a basic score of 60 points。
- 二、校發展項目，加分上限40分，依【教學】及【輔導暨服務】績效計分表計分。Faculty can earn a maximum of 40 additional points in University-level development items, scored according to the Teaching and Consultation and Service performance scoring table.
- 三、院系特色項目，加分上限40分，各院（部）系（或同級單位）及中心、室等所訂之教師評鑑教學及輔導暨服務評鑑辦法須另依其特色及需要，增訂明確之特色項目，並經各級會議通過後，報請校教師評鑑與獎勵委員會核定。Faculty can earn a maximum of 40 additional points in College- or department-level distinctive items. Each department (or equivalent unit) and center or office shall establish a faculty evaluation for teaching, consultation, and service evaluation method according to its characteristics and needs and specific items, and after being approved by the respective level meetings. They shall be submitted to the University's Faculty Evaluation and Reward Review Committee for final approval.

教師評鑑最低要求標準

Yuan Ze University Faculty Evaluation Minimum Requirements Standards

教師之教學、研究、輔導暨服務行為，應符合本校「教師聘任待遇服務規則」、「專任教師聘約」之相關規範，並不得違反本校「教師「教學不力或行為不檢」之補充規定」。

General Requirements

Faculty members' teaching, research, consultation, and service shall adhere to the "YZU Regulations for Employment, Payment, and Service of Faculty" as well as the "Yuan Ze University Full-time Faculty Employment Contract". They must also comply with the "YZU Supplementary Notices on Faculty's Incompetence in Teaching or Inappropriate Behavior."

教師評鑑最低要求標準 - 教學 Teaching

Yuan Ze University Faculty Evaluation Minimum Requirements Standards

教學 Teaching

- 一. 教師應依循學校所安排之課程，並滿足規定之授課時數。
Faculty members should follow the curriculum arranged by the University and fulfill the prescribed teaching hours.
- 二. 教師應提出教學計畫書交由開課單位主管審核，以利學生查詢教學內容。
Faculty members should submit syllabuses for review by the departmental supervisor to facilitate students' access to teaching content.
- 三. 教師於學期中請假，應提出申請且經主管核可，並予以補課。
Faculty members taking leave during the semester should apply, obtain approval from their supervisors, and make arrangements for makeup classes.
- 四. 教師應重視學生學習回饋，有效提升教學成效，每學年授課課程期末學習問卷之所有授課學生平均滿意度（排除無效問卷後）需達 **3.5 分** 以上。
Faculty members should prioritize student feedback to enhance teaching effectiveness. The average satisfaction rating of all students (excluding invalid questionnaires) in course-end evaluations should be 3.5 or higher each academic year.
- 五. 教師每學年至少參與 **一次** 校級教學相關研討會或座談會。
Faculty members should attend at least one university seminar or assembly on teaching each academic year.

教師評鑑最低要求標準-研究：Research

Yuan Ze University Faculty Evaluation Minimum Requirements Standards

研究：Research

教師每學年至少應完成下列各款之一：

Faculty members must complete at least one of the following tasks in each academic year:

- 一. 具校內專案編號之研究計畫：主持個人計畫或共同主持整合型計畫(講師得協同參與)。
Research projects with university project RD numbers: Leading individual or co-leading integrated projects (lecturers may participate collaboratively).
- 二. 發表經審查之學術論著(期刊或會議論文、專書或專書論文、專利、展演等)
Publication of peer-reviewed academic works (journal or conference papers, books or book chapters, patents, exhibitions).
會議論文每篇僅認列一位作者(第一作者或通訊作者)。
Each conference paper should only be credited to one author (first author or corresponding author).
- 三. 獲得研究獎項(經各類召集人認定屬研究獎項者，含體育類成就或獲獎等)。
Research awards (as determined by conveners of various categories, including achievements in sports or awards).
- 四. 指導國科會大專生研究計畫。
Supervision of National Science and Technology undergraduate research projects
- 五. 主持教育部教學實踐研究計畫。
Supervision of Ministry of Education teaching practice research projects.
- 六. 主持教育部大學社會責任(USR)計畫。
Supervision of Ministry of Education University Social Responsibility (USR) projects.

教師評鑑最低要求標準-輔導 Consultation

Yuan Ze University Faculty Evaluation Minimum Requirements Standards

一、輔導 Consultation :

導師每學年應完成下列各項：Advisors shall complete the following in each academic year:

(一) 參加至少一次導師（或導師知能）相關會議或研習講座。

Attend at least one university seminar or assembly on consultation.

(二) 提供導生（含碩士生、博士生）至少二次團體輔導活動(如：班級輔導、導師生聚會或導生活動)，或個別晤談（含電子郵件、社群媒體等關懷），並登錄於導生關懷系統，以確保每位導生均有至少二次參與輔導或晤談之機會。Provide each mentee (including undergraduate, master's, and doctoral students) with a guidance record, either in group activity (e.g., class consultation, mentor-student gatherings, or mentee activities) or through individual consultations (including care and communication via email, social media, etc.). All interactions must be recorded in the Mentee Care System to ensure that every mentee has at least two opportunities to receive guidance or engage in consultation..

(三) 對每位期中預警學生提供學習關懷訪談，可透過面對面會談、電話、email及社群工具聯繫，並登錄至學習關懷訪談系統。Provide academic care interviews for students with midterm warnings, which can be conducted through face-to-face meetings, phone calls, emails, and social media tools, and must be logged in the academic care interview system.

教師評鑑最低要求標準-Consultation Service

Yuan Ze University Faculty Evaluation Minimum Requirements Standards

二、服務service:

教師應配合Faculty members shall cooperate in the following service-related matters:

- (一) 參與校院系所之服務性工作，參與校院系級(或同級單位)會議平均出席率至少達75% (含事先請假經主席核定者)。 Collaborate on service work at the department, college, and university levels (or equivalent units). Maintain an average attendance rate of at least 75% at college and departmental (or equivalent unit) meetings (including the leave of absence approved by the chairperson in advance).
- (二) 完成政府法規規定之「資安通識」、「性別平等」及「一般安全衛生」等相關教育訓練之規定時數。 Complete the required hours of education and training mandated by government regulations, including **general information security education training, Gender Equality Training, and General Safety and Health Training.**

【教學】績效計分表(1/2)

Teaching Performance Scoring Table

校發展項目上限40分，以「加分」項考計，計分標準如下：

University-level development items entitle faculty to score at most 40 extra points according to the following scoring criteria :

項目 Items	內容 Content	得分說明 Scoring Rules
特色 課程 Distinctive Courses	開設英語授課課程(非本國籍教師除外) Offer English-taught courses (excluding non-native faculty)	
	開設高教深耕計畫補助之多元特色課程(包括：資訊科技課程、STEAM課程、人文關懷課程、自主學習課程、社會參與課程、永續課程等)，1學分以18小時計 Offer diverse distinctive courses subsidized by the Higher Education Sprout Project (including Information Technology courses, STEAM courses, Humanities and Caring courses, Self-directed Learning courses, Social Engagement courses, Sustainability courses), calculated at 1 credit for every 18 hours	1分/學分 1 point per credit
	開設高中端或市政府多元特色課程(如：適性探索課程、主題體驗/實作型課程等) Offer diverse distinctive courses for high schools or city governments (e.g., Adaptive Exploration courses, Theme-based Experiential/Practical courses)	0.5分/時 0.5 point per hour

【教學】績效計分表(2/2)

Teaching Performance Scoring Table

項目 Items	內容 Content	得分說明 Scoring Rules
計畫 與獲獎 Projects and Awards	執行教育部大學社會責任實踐計畫(USR計畫) Implement MOE's University Social Responsibility Project (USR Project)	10分/案 10 points per project
	執行教育部教學實踐研究計畫 Implement MOE's Teaching Practice Research Project	5分/案 5 points per project
	獲教育部教學實踐研究計畫績優計畫 Win MOE's Teaching Practice Research Project Achievements	10分/案 10 points per project
	指導學生參與大專生研究計畫獲研究創作獎 Guide students to participate in college student research projects and win research creation awards	10分/件 10 points per award
	執行校外其他教學相關計畫 Implement other off-campus teaching-related projects	4-10分/案 4-10 points per project
	獲校外其他教學相關獎項 Win other off-campus teaching-related awards	5-10分/件 5-10 points per award

【輔導暨服務】績效計分表(1/5)

Consultation and Service Performance Scoring Table

校發展項目上限40分，以「加分」項考計，計分標準如下：

University-level development items entitle faculty to score at most 40 extra points according to the following scoring criteria :

項目 Items	內容 Content	得分說明 Scoring Rules
輔導 評量 Consultation Assessment	導師輔導問卷評量獲得學生評量相當分數 Advisor consultation survey from students reaches the required score	問卷評量分數 4.0-4.4分，得5分； 5 points for each score between 4.0 and 4.4 4.5-5.0分，得10分 10 points for each score between 4.5 and 5.0.
輔導 事項 Consultation Matters	指導學生參加校際競賽獲獎人次 Instruct students to participate in inter-university competitions and win awards	國內：1分/人次(團隊至多計2分)； 國際*：3分/人次(團隊至多計6分) Domestic competition: 1 point per participant, with a maximum of 2 points per team. International competition: 3 points per participant, with a maximum of 6 points per team.
	擔任「多元學習護照」輔導老師 Serve as a mentor for the "Diverse Learning Passport" program	2分/案 2 points per case
	擔任社團指導老師 Serve as a club advisor	1.5分/一學期； 1.5 points per semester 3分/一學年 3 points per academic year

【輔導暨服務】績效計分表(2/5)

Consultation and Service Performance Scoring Table

項目 Items	內容 Content	得分說明 Scoring Rules
輔導 事項 Consultation Matters	高風險學生個案輔導，含轉介、參加個案討論會議等 Consult for high-risk student cases, including referrals and participation in case discussion meetings	2分/項 2 points per time
	參加二次以上(含第二次)導師(或導師知能)相關會議或研習講座 Attend two or more university seminars or assemblies on consultation	2分/次 2 points per time
	參加校外性平培訓或擔任性平調查人員 Participate in off-campus gender equality training or serve as a gender equality investigator	參加校外性平培訓3分/次； Participate in off-campus gender equality training :3 points per time 擔任性平調查人員 4分/次 Serve as a gender equality investigator : 4 points per time
	擔任校級TEEP專案指導教授 Serving as a university-level TEEP (Taiwan Experience Education Program) project advisor.	1.5分/名 1.5 points per case.
招生活動 Admission Activities	推動國際招生/交流活動 Promote international admission/exchange activity	姐妹校建立3分/場； Partnership assistance :3 points per session 營隊/課程5分/場 Camps/Courses:5 points per session TEEP、IIPP 4分/案 TEEP(Taiwan Experience Education Program)、IIPP (International Internship Pilot Program): 4 points per case.

【輔導暨服務】績效計分表(3/5)

Consultation and Service Performance Scoring Table

項目 Items	內容 Content	得分說明 Scoring Rules
招生活動 Admission Activities	執行國際招生/交流活動 Implement international admission/exchange activity	實體教育展5分/場、線上教育展2分/場； Education fair:5 points per event, Online Education fair(webinar):2 points per event 營隊/課程3分/場； Camps/Courses:3 points per session 姐妹校交流(參訪) 1分/場 Partner universities communicating(visit):1 points per session
	推動國內招生宣傳講座或課程(如：至高中演講、學群/系所講座、設計課程等) Promote domestic admission seminars or courses (e.g., give talks at high schools, department/program seminars, design curriculum)	1分/場 1 point per session
	執行國內招生宣傳講座(如：至高中演講、學群/系所講座、模擬面試等) Implement domestic admission seminars (e.g., give talks at high schools, department/program seminars, mock interviews)	實體2分/場； physical lecture: 2 points per session 線上1分/場 online lecture: 1 point per session
	推動國內招生宣傳活動或跨院系課程(如：參訪、營隊、大型宣傳活動、設計多元特色課程等) Promote domestic admission activities or interdisciplinary courses (e.g., campus visits, camps, large-scale promotional events, design diverse and featured courses)	5分/場 5 points per session

【輔導暨服務】績效計分表(4/5)

Consultation and Service Performance Scoring Table

項目 Items	內容 Content	得分說明 Scoring Rules
招生活動 Admission Activities	執行國內招生宣傳活動(如：參訪、營隊、大型宣傳活動等) Implement domestic admission activities (e.g., campus visits, camps, large-scale promotional events)	校內1分/人； on campus: 1 point per person 校外2分/人 off campus: 2 points per person
行政服務 Administrati ve Services	執行校務研究 Implement Institutional Research	10分/案 10 points per project
	執行永續發展和社會責任專案(USR Hub計畫) Implement sustainable development and social responsibility projects (USR Hub project)	8分/案 8 points per project
	開設終身教育部課程 Offer courses of the School of Lifelong Education	學分班：1分/學分； credit course: 1 point per credit 非學分班：2分/門 Non-credit course: 2 points per course
校友服務 Alumni Services	參與校級校友事務和校友會活動 Participate in university-level alumni affairs	2分/場 2 points per session

【輔導暨服務】績效計分表(5/5)

Consultation and Service Performance Scoring Table

項目 Items	內容 Content	得分說明 Scoring Rules
政府與集團 之合作計畫 Government and Far Eastern Group Collaboration Projects	推動與協助集團合作(集團駐點、亞醫先期計畫及工業區輔導) Promote and assist collaboration with Far East Group (Far East Group stationed, Asia Med First Plan, and Industrial Zone guidance)	1-10分/案 1-10 points per project
	無編列管理費之政府部會研究計畫 Government departments' research projects without allocated administration fees	計畫金額每滿(含)10萬元1分/案，每案以10分為上限 For every 100,000 NTD (inclusive) in project funding, 1 point will be awarded, with a maximum of 10 points per project
	推動學海築夢計畫 Ministry of Education (MOE) Taiwan Scholarships for Study Abroad Program-Internships	5分/案 5 points per case.

References

元智大學教師評鑑與獎勵辦法

Yuan Ze University Faculty Evaluation and Rewards Regulations

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元智大學教師評鑑最低要求標準

Yuan Ze University Faculty Evaluation Minimum Requirements Standards

