

# 元智大學教師申請升等教學、服務及輔導資料

## Yuan Ze University Faculty Applying for Promotion in Teaching, Academic Advising, and Other Services Materials

106.06.21 105 學年度第 9 次校教評會議通過  
Amended by the 9<sup>th</sup> Faculty Evaluation Committee of School of 2016 School Year, June 21, 2017  
113.07.10 112 學年第 22 次行政會議修訂通過  
Amended by the 22<sup>nd</sup> Administrative Committee of the 2023 School Year, July 10, 2024

### 1. 教學 (參考「元智大學教師教學暨輔導與服務成績考核辦法」訂定)

Teaching (Please refer to the” YZU Regulations for Evaluating Faculty Performance in Teaching, Academic Advice And Other Services”)

(1). 年度教學績效成績。

Yearly results of teaching evaluation.

(2). 開設校發展特色課程。

Offer courses featuring school development.

(3). 教學滿意度及學生問卷之回饋意見。

Student satisfaction questionnaire and students’ feedbacks from the questionnaire

(4). 開授課業(後)輔導課程。

Teach after-school tutoring class.

(5). 指導大學部畢業製作 (含論文、專題、與作品) 及碩、博士論文之績效。

Performance of guidance on Undergraduate Capstone Projects (including theses, projects, and artworks), Master's and Doctoral Dissertations

(6). 指導學生參與校外競賽及獲獎。

Guiding students in participating in competitions on campus or outside the University and winning awards.

(7). 參與校內外教學相關計畫之情形。

Participating in teaching-related projects on campus or outside the University.

(8). 參與校內外教學工作坊、教師社群、教學形研討會之情形。

Participating in teaching workshops, faculty communities, and pedagogical conferences.

(9). 發展創新、跨域、數位科技應用、社會實踐等特殊教學方法、課程設計與教具之情形。

Developing innovative, interdisciplinary, digital technology applications, socially engaged teaching methods, curriculum design, and teaching tools.

(10). 校內外教學得獎與獎勵事蹟。

Achievements and awards in teaching within and outside the University.

(11). 其他教學事項。

Other matters related to teaching

### 2. 輔導及服務 Academic advice and other services

(1). 年度輔導暨服務績效成績。

Yearly results of Academic advice and other services evaluation.

(2). 兼任校內行政職務及參加校內委員會。

- Status of concurrent administrative position and participation in University's committees.
- (3). 籌劃大型研討會、演講、藝文活動、刊物編輯及入學考試。  
Status of managing large seminars, speeches, art activities, editing publications, managing entrance exams for the University.
- (4). 參與行政服務，執行校務研究、永續發展及社會責任專案相關計畫、開設終身教育部課程等。  
Participation in administrative services, conducting university affairs research, implementing projects related to sustainable development and social responsibility, and offering courses for the School of Lifelong Education, etc.
- (5). 參與系所、院、校行政事務之貢獻。  
Contributions of participating in administrative affairs of department, college and University.
- (6). 參與推廣教育班規劃及參加國際合作事務。  
Status of participation in planning for continuing education classes and participation in international cooperative affairs.
- (7). 教學、實驗室、主題研究室規劃及管理、指導學生實習及參加校內外競賽。  
Status of managing the laboratories, subject research rooms and status of directing students to join internships and competitions outside the University.
- (8). 輔導評量之學生問卷回饋意見。  
Student Feedback from Academic Advising Evaluation Questionnaires.
- (9). 輔導學生生活、學習與活動。  
Facts of counseling for students' life, learning and actions.
- (10). 參與全校性學生輔導相關活動。  
Status of participation in activities for counseling all the students.
- (11). 參與輔導知能訓練。  
Participation in training of counseling abilities.
- (12). 對學生輔導工作有具體之措施。  
Have concrete counseling methods.
- (13). 協助學生解決問題，並與學務單位聯繫。  
Assisting students to solve their problems and communicating with relevant offices.
- (14). 參與有助於提昇本校名譽之校外相關服務。  
Participation in relevant services outside the University for promoting YZU reputation.
- (15). 協助國內外招生活動、參與校友服務。  
Assisting with domestic and international student recruitment activities, and participating in alumni services.
- (16). 其他輔導與服務事項。  
Other matters related to academic advice and services.

**The English translation is for reference only. In case of any discrepancy between Chinese version and English version, the Chinese version shall prevail.**