

銘傳大學教學型教師及研究型教師申請及檢核實施要點

Ming Chuan University Guidelines for Teaching Track Faculty Member and Research Track Faculty Member Application and Review

中華民國 108 年 6 月 6 日校教師評鑑委員會通過

Passed at the University Faculty Evaluation Committee Meeting on June 6, 2019

- 一、本校為鼓勵教師發揮所長，依據「銘傳大學教師評鑑辦法」第十四條第二項之規定，訂定「銘傳大學教學型教師及研究型教師申請及檢核實施要點」(以下簡稱本要點)。

Article 1 Ming Chuan University Guidelines for Teaching Track Faculty Member and Research Track Faculty Member Application and Review (herein referred to as the Guidelines) were established for encouraging faculty members to apply their professional skills in accordance with Item 2, Article 14 of Ming Chuan University Procedures for Faculty Member Evaluations.

- 二、本要點適用於教師評鑑分流為「教學型教師」及「研究型教師」兩類；由符合資格之教師提出申請，經三級三審通過後，自次學年度起適用，其教師評鑑項目及權重依本校教師評鑑辦法辦理。

Article 2 There are two tracks for Comprehensive Faculty Evaluation: Teaching Track Faculty Member and Research Track Faculty Member. Qualified faculty members may submit their applications and upon passing the three-level review, this will be effective from following academic year. Their evaluation items and weighting percentages will be dealt with in accordance with Ming Chuan University Procedures for Faculty Member Evaluations.

- 三、申請時間：每年二月底前提出申請，並須於規定時程內完成院級教師評鑑會議。

Article 3 Application period: Submit application prior to the end of February and complete the School-level Faculty Evaluation Committee meeting within the deadline.

- 四、申請規範：

Article 4 Qualification

(一) 教學型教師

1. Teaching Track Faculty Member

1. 須每學年提出申請，審核通過後每學期加授 4 小時鐘點，可免評研究，加授鐘點後不可超鐘點授課。

(1) Must submit an application each academic year, will increase 4 additional teaching hours per semester upon approval, may apply for research evaluation exemption; however, with the additional teaching hours, the total teaching hours must not exceed the limit on teaching hours.

2. 教師評鑑之「教學」單項成績須為全系前百分之五十且高於 80 分(含)以上。

(2) The score of Teaching for Faculty Evaluation must in the top 50% of the Department

and be equal to or higher than 80 points.

(1) 申請時認定期程為前一受評學年度。The assessed academic year for the application will be the previous academic year.

(2) 申請時不可有教師評鑑任一單項仍為未通過之情形。Those who failed any item of the Faculty Evaluation are not qualified to apply.

(二) 研究型教師

2. Research Track Faculty Member

1. 三學年為一個期程，審核通過後每學期減授 3 小時鐘點，減授鐘點後可由教師自行評估是否超鐘點。

(1) Upon approval, the reduction of 3 teaching hours will be implemented from the following academic year for a period of three academic years, and the faculty member can personally evaluate whether they wish to add additional teaching hours.

2. 前三學年度符合 SCIE、SSCI、A&HCI、EI(限 1 篇)至少 3 篇且科技部研究計畫或產學案(50 萬元以上)至少 2 件。

(2) At least 3 papers published in SCIE, SSCI, AHCI, EI (limited to 1 paper) within the previous three academic years, and at least 2 MOST grants or Academic-Industry Programs (more than NTD 500,000).

(1) 本項所指前三學年度，指申請時之前三受評學年度。

A. The three academic years refers to the three academic years to be assessed prior to the application.

(2) SCIE、SSCI、A&HCI、EI(限 1 篇)至少 3 篇，須為已刊登。

B. At least 3 papers published in SCIE, SSCI, AHCI, EI (limited to 1 paper).

3. 教師評鑑任一單項成績未低於 80 分(含)之教師。

(3) The score of each Faculty Evaluation item should be equal to or higher than 80 points.

(1) 申請時認定期程為前三受評學年度任一單項三年平均成績未低於 80 分(含)。

A. The average score of each Faculty Evaluation item should be equal to or higher than 80 points for the three assessed academic years.

(2) 申請時不可有教師評鑑任一單項仍為未通過之情形。

B. Those who failed any item of the Faculty Evaluation are not qualified for application.

五、申請人數：各學院自訂上限比例(不超過 10%)，如有特殊需求，須經簽請校長同意。

Article 5 Quota: each School can set up the maximum ratio (less than 10%), for any special need, please report to the President for approval.

六、檢核標準：

Article 6 Assessment Standards:

(一) 教學型教師：每學年檢核，教學、輔導與服務項目單項成績須達 70 分(含)以上。

1. Teaching Track Faculty Member: the points for Teaching, Counseling and Service must

all be equal to or higher than 70 points.

(二) 研究型教師

2. Research Track Faculty Member

1. 教學、輔導與服務項目每學年檢核，任一單項成績均須達 70 分(含)以上

(1) The points for Teaching, Counseling and Service must all be equal to or higher than 70 points.

2. 研究檢核：每滿三學年檢核，其減授鐘點的三學年度至少須達 5 篇 SCIE、SSCI、A&HCI、EI(限 2 篇)期刊且取得至少 3 件的科技部研究計畫或產學案(50 萬元以上)

(2) Research Assessment: At least 5 papers published in SCIE, SSCI, AHCI, EI (limited to 2 papers) every three academic years, and at least 3 MOST grants or Academia-Industry projects (of more than NTD 500,000).

(1) 期刊須為 online 或已刊登；如為 online 之論文須於三學年內提交已刊登之證明。

A. Papers must be published in online periodicals or published periodicals; please submit the evidence of publishing in online periodicals within the previous three academic years.

(2) 期刊至少 3 篇須為第一作者或通訊作者且 1 篇僅能被一位教師採計。

B. Served as the 1st author or corresponding author for at least 3 papers published in periodicals; only 1 faculty member can use a joint paper to apply.

(3) 科技部研究計畫或產學案僅採計主持人。

C. For MOST grants and Academia- Industry Programs, only the Principal Investigator is eligible.

七、檢核未通過之處理：

Article 7 Processing Non-Passes

(一) 教學型教師：

1. Teaching Track Faculty Member

1. 總評及任一單項未通過之處理方式悉依本校教師評鑑辦法辦理。

(1) Non-Pass of comprehensive evaluation or one of the Faculty Evaluation Items will be dealt with in accordance with Ming Chuan University Procedures for Faculty Member Evaluations.

2. 教學、輔導與服務檢核未通過者，逕行轉換為一般型教師，且須完成並通過一般型教師三學年為一週期之綜合評鑑後，方得提出教學型教師之申請。

(2) Non-Pass of Teaching, Counseling and Service, faculty members will be transferred to General Faculty, who must complete the General Faculty Evaluation every three years before they can apply for Teaching Track Faculty Member.

(二) 研究型教師：

2. Research Track Faculty Member

1. 總評及任一單項未通過之處理方式悉依本校教師評鑑辦法辦理。

(1) Non-Pass of comprehensive evaluation or one of the Faculty Evaluation Items will be dealt with in accordance with Ming Chuan University Procedures for Faculty Member Evaluations.

2. 研究檢核未達標準依下表比例繳回減授時數之鐘點費：

(2) Those who do not meet the research standard must return the payment for course reduction hours based on the set ratio.

| 期刊 Periodicals 計畫 Projects | 5 篇 5 Papers | 4 篇 4 Papers | 3 篇 3 Papers | 2 篇 2 Papers | 1 篇 1 Paper |
|-------------------------------|-----------------|-----------------|-----------------|-----------------|----------------|
| 3 件 3 Projects | | 20% | 40% | 60% | 80% |
| 2 件 2 Projects | 10% | 30% | 50% | 70% | 90% |
| 1 件 1 Project | 20% | 40% | 60% | 80% | 100% |

八、 研究型教師自申請審核通過後，如未達三學年即辦理中止、離職或退休，以學年度成果檢核，如未達學年度成果，依比例繳回減授時數之鐘點費。中止研究型教師之申請時間則依本要點第三點辦理。

Article 8 For a Research Track Faculty Member who is suspended, resigns or retires within three academic years of the application, the evaluation will be implemented each academic year; those who do not meet the research standard must return the payment for course reduction hours based on the ratio of teaching period. The application period will be dealt with in accordance with Article 3 of the Guidelines.

(一) 學年度成果檢核標準：

1. Academic Year Result Evaluation Standards:

1. 一學年度須符合 SCIE、SSCI、A&HCI、EI 至少 1 篇且科技部研究計畫或產學案(50 萬元以上) 至少 1 件。

(1) At least 1 paper published in SCIE, SSCI, AHCI, EI within one academic year, and at least 1 MOST grant or Academic-Industry Program (more than NTD 500,000).

2. 二學年度須符合 SCIE、SSCI、A&HCI、EI(限 1 篇)至少 3 篇且科技部研究計畫或產學案(50 萬元以上) 至少 2 件。

(2) At least 3 papers published in SCIE, SSCI, AHCI, EI within two academic years, and at least 2 MOST grants or Academic-Industry Programs (more than NTD 500,000).

(二) 檢核未通過之處理：

2. Processing Non-Passes

1. 一學年如有任一條件未達成須繳回五成減授時數之鐘點費。

(1) Those who do not meet the standard for one academic year must return half the payment for course reduction hours.

2. 二學年則依下表比例繳回減授時數之鐘點費：

(2) Those who do not meet the standard for two academic years must return the payment for course reduction hours based on the set ratio.

| | | | | |
|-------------------------------------|-----------------|-----------------|----------------|-----------------|
| 期刊 計畫 Periodicals Projects | 3 篇 3 Papers | 2 篇 2 Papers | 1 篇 1 Paper | 0 篇 0 Papers |
| 2 件 2 Projects | | 25% | 50% | 75% |
| 1 件 1 Project | 15% | 40% | 65% | 90% |
| 0 件 0 Project | 30% | 55% | 80% | 100% |

九、本要點如有未盡事宜，悉依本校教師評鑑辦法辦理。

Article 9 Matters not covered in these Guidelines will be dealt with in accordance with Ming Chuan University Procedures for Faculty Member Evaluations.

十、本要點經校教師評鑑委員會議通過，陳請校長核定後實施，修訂時亦同。

Article 10 Upon being passed at the University Faculty Evaluation Committee Meeting and approved by the president, these procedures were implemented. Any revision must follow the same procedure.

****In the event of any inconsistency or discrepancy between the Chinese and other language versions of this document, the Chinese version shall prevail.****