

國立中山大學理學院教學績優教師遴選要點

National Sun Yat-sen University Guidelines for Selecting Excellent Teaching Award Winners of the College of Science

中華民國100年4月18日99學年度第3次院務會議通過
中華民國100年4月21日99學年度第1次臨時教務會議通過
中華民國101年3月1日100學年度第2次院務會議修正通過
中華民國101年3月19日第131次教務會議修正通過
中華民國101年11月21日101學年度第1次院務會議修正通過
中華民國101年12月17日第134次教務會議通過
中華民國102年3月5日101學年度第2次院務會議修正通過
中華民國102年3月19日第135次教務會議通過
中華民國103年2月27日102學年度第2次院務會議修正通過
中華民國105年5月19日104學年度第2次院務會議修正通過
中華民國106年3月16日第151次教務會議修正通過
中華民國109年3月11日第163次教務會議核備
中華民國109年4月22日108學年度第2次院務會議修正通過
中華民國110年3月4日109學年度第5次院主管會議修正通過
中華民國110年3月19日第167次教務會議核備
中華民國110年4月20日109學年度第2次院務會議修正通過
中華民國111年2月24日110學年度第4次主管會議修正通過
中華民國111年3月15日第171次教務會議核備
中華民國112年2月14日111學年度第5次主管會議修正通過
中華民國112年3月13日第175次教務會議核備
中華民國112年5月26日111學年度第2次院務會議修正通過
中華民國112年12月4日112學年度第1次院務會議修正通過

Amended and approved at the 1st College Affairs Meeting on December 4, 2023

一、為獎勵教師教學優良表現，依據本校「延攬及留住大專校院特殊優秀人才原則」與「延攬及留住大專校院特殊優秀人才實施規範」，特制訂理學院教學績優教師遴選要點。(以下簡稱本要點)

I. The Guidelines for Selecting Excellent Teaching Award Winners (hereinafter referred to as “the Guidelines”) of the College of Science (hereinafter referred to as “the College”) of National Sun Yat-sen University (hereinafter referred to as “NSYSU”) are formulated in accordance with the “*Principles for Acquisition and Retention of Special Talents of Institutions of Higher Education*” and the “*Implementation Regulations for Acquisition and Retention of Special Talents of Institutions of Higher Education*” of NSYSU in order to award teachers for their excellent performance in teaching.

二、申請本要點獎勵之教師，除須符合校訂基本資格外，並須符合下列各項條件：

II. The requirements specified by NSYSU and the following conditions must be met to apply for the award:

(一) 於本校任教滿三年（含）以上之專任教授、副教授、助理教授、講師及約聘教師。

(1) Serve as a full-time professor, associate professor, assistant professor, lecturer or contract faculty member of NSYSU for 3 years or more.

(二) 專任教師申請時前一學年度之授課時數需達本校「教師授課鐘點核計準則」規定。約聘教師之授課時數應達該職級專任教師基本授課時數規定。

(2) Full-time faculty members shall meet the teaching hour requirement stated in the *Calculation Guidelines of Hourly Pay for Teachers of NSYSU* during the academic year prior to the application. Contract faculty members shall meet the teaching hour requirement for full-time faculty members at the same rank.

(三) 前二學年度教授全英語授課課程至少一門，或參與本校教師 EMI 培訓計畫至少二場次(須包含至少一次教學演示或教學觀課)。

(3) Teach at least one EMI course in the previous 2 academic years, or participate in at least 2 sessions of the EMI training program for NSYSU faculty (with at least one teaching demonstration or observation session).

(四) 講授類及必修實驗類(展演類)之三年平均教學當量達到所屬系所專任教師平均數之30%者(教師休假之學期數免予計算，兼任行政職務者，減授數得予扣除)。

(4) The 3-year average teaching equivalent for lectures and compulsory laboratory courses is greater than 30% or more of the average teaching equivalent of full-time faculty under the applicant's affiliated department/institute. (Semesters with sabbatical leave are not required to be included in the calculation. Teaching hour deduction is applicable to faculty members who also fulfill administrative responsibilities.)

三、申請本要點獎勵之教師，應填具本校「理學院教學績優教師遴選資料表」(如附件)，並檢附相關有利審查證明文件及檔案(教師休假研究之學期，所附資料得往前追溯列計)，經系所核定向本院申請。

III. An applicant shall complete the *Application Form for Excellent Teaching Award of the College of Science of NSYSU* (Please refer to the attachment) and submit it, along with the supporting documents and files (faculty on sabbatical leave may submit information before the leave), to his or her department/institute which will approve the application and send it to the College.

四、本院「教學績優教師遴選委員會」(以下簡稱本會)之組成及作業程序如下：

IV. The Excellent Teaching Award Winner Selection Committee (hereinafter referred to as "the Committee") of the College is formed and works in accordance with the following procedures:

(一) 本會置遴選委員九至十一名，以院長、各系(所)主管為當然委員，由

院長擔任召集人，並由院長聘請本院一至二名及其他學院（含西灣學院）三名曾獲本校「教學特聘教授(教學傑出獎)」、「傑出教學獎」、「優良教學獎」、「教學績優獎」之教師代表組成之。

(1) The Committee consists of nine to eleven members, including the college dean and the head of each department/institute serving as ex officio members. The dean takes the role of convener and appoints one or two members from the College who have won the Distinguished Professor Award (Teaching Excellence Award), Outstanding Teaching Award, Distinguished Teaching Award or Excellent Teaching Award, and three members from other colleges (including Si Wan College) who have won any aforementioned award.

(二) 本會會議之召開須有三分之二（含）以上之遴選委員出席始可開會審議，當然委員如為候選教師，則由院長另聘教師擔任，其他遴選委員不得委任他人代理。

(2) Two-thirds or more of the members must attend the Committee meetings. If an ex officio member is the applicant, the dean shall appoint another faculty member as a replacement. The members shall not appoint others to act as their proxies.

(三) 遴選作業分兩階段進行：

(3) There are two stages in the selection process:

1. 第一階段（初審階段）採書面審查，由遴選委員就申請教師檢附之教學相關資料甄選出至多十二位教師，且為兼顧學科性質差異，各系至少2名、獨立所至少1名，如無申請者之系所，該學科名額以從缺認定。

i. The first stage (initial review) is a document review. The Committee selects up to twelve candidates based on teaching information submitted. Selected candidates must include at least two faculty members from each department and at least one faculty member from each independent institute to ensure discipline diversity. Even when a department/institute does not have any applicants, candidates from other disciplines shall not be selected for the award instead.

2. 第二階段（決審階段）將邀請通過初審之候選教師於會中說明教學事蹟與教學心得，並開放本院其他教師進行教學觀摩。

ii. Candidates who pass the initial review will be invited to present teaching achievements and provide reflection on teaching in the second stage (final review). Teaching demonstration is open to other faculty members of the College.

五、 本院教學績優教師之遴選依本要點及教務處與本院公告時程辦理，並參考初審（佔60%）及決審（佔40%）兩階段之教學成果、教學優勢及教學

心得分享等遴選標準，以本院編制內專任教師及約聘教師人數百分之十為上限，進行遴選，同時為兼顧不同學科性質之差異，申請教師經審議，其積分排名位於所屬系所第一順位者，列入優先排序名單，並按分數高低排序，其餘申請者再依分數排序於後，完成推薦後送教務處確認。排序前百分之三十之獲選教師名單（人數若涉及小數點，採四捨五入計算），得參加當年度教學傑出獎教師之遴選。

5. The College selects the winners according to the Guidelines and the schedules announced by the Office of Academic Affairs and the College. Selection criteria include teaching results, advantages, and reflection provided in the initial (60%) and final (40%) review. A maximum of 10% of full-time faculty and contract faculty from the College can be selected. Applicants who are ranked first in their respective departments/institutes take priority over other applicants to ensure discipline diversity. The remaining applicants are placed after them based on their scores to create a nomination list. The list shall be submitted to the Office of Academic Affairs for confirmation. Faculty members who are ranked among top 30% of the selected candidates (rounding off the number to the nearest integer) are eligible to participate in the selection process for the University-level Teaching Excellence Award of the same year.

前項獲推薦至校者皆獲頒本院教學績優教師獎，頒發獎狀，以資鼓勵。

Applicants who are recommended for the University-wide excellent teaching award will receive the College's Excellent Teaching Award to recognize their performance.

六、 本要點未盡事宜，悉依校相關規定辦理。

6. Matters not stated in the Guidelines shall be handled according to relevant rules of NSYSU.

七、 本要點經院務會議通過，教務會議核備後實施，修正時亦同。

7. The Guidelines shall be approved by the College Affairs Meeting and forwarded to the Academic Affairs Meeting for verification and reference; the same procedures apply to any amendments thereof.