

國立臺北大學永續創新國際學院智慧醫療管理英語碩士學位學程

教師升等評審準則

The Master Program in Smart Healthcare Management, ICSI, NTPU

Criteria for Evaluation of Promotion of Faculty Members

經 110 年 09 月 24 日 110 學年度第 2 次學程會議通過

Approved by the 2nd Program Meeting of AY2021 on September 24, 2021

第一條 本準則依本校教師升等評審準則、本學程教師聘任暨升等評審辦法第六條規定訂定之。

Article 1 These Criteria are established with respect to the NTPU Criteria for the Evaluation of Promotion of Faculty Members and Article 6 of the Regulations for Evaluation of Appointment and Promotion of Faculty Members of this Program.

第二條 教師升等之評審應經系、院、校三級教評會審查通過，其評審項目及標準應依專門著作升等、學位升等、教學著作、技術報告、成就證明或作品升等分別訂定。

Article 2 The promotion of faculty members shall be evaluated by the Faculty Evaluation Committee (FEC) of the program, college and school, respectively. The evaluation items and criteria shall be established individually for promotion with specialized publications, promotion with degrees, promotion with teaching works, promotion with technical reports and promotion with proof of achievements or works.

依送審人所送代表著作(成果)為專門著作、學位論文、技術報告或教學著作或成就證明或作品，決定其升等評審項目及標準。

The evaluation items and criteria for promotion shall be determined with respect to the representative works (achievements), *i.e.*, specialized publications, degree dissertation (thesis), technical reports or teaching works or proof of achievements and works submitted by the applicants.

第三條 講師以上各級教師之升等，學程教評會之評審項目和標準如下：

Article 3 The Program FEC will adopt the following evaluation items and criteria to evaluate the promotion of instructors or above:

一、以教學著作送審者，教學成績 30%至 50%，研究成果 40%至 60%，服務與合作 10%。教學及研究成果二項成績，合計 90%。

For promotion with teaching works, the evaluation items and item weight allocation are as follow: teaching performance 30-50%, research achievements 40-60% and service and cooperation 10% and the total score of teaching and research will be 90%.

二、以其他升等方式送審者，教學成績 30%，研究成果 60%，服務與合作 10%。

For promotion with other categories, the evaluation items and item weight allocation are as follow: teaching performance 30%, research achievements 60% and service and cooperation 10%.

第三條之一 以專門著作（含學位論文）送審升等者，應符合以下規定：

Article 3-1 Promotion with specialized publications (including degree dissertation (thesis)) shall meet the following requirements:

一、送審人所送專門著作（含代表著作及參考著作）中，刊登於經院、校教評會核備之國內、外知名期刊資料庫所列期刊，或得國內外專利認證者或由院教評會送二人以上校外學者專家匿名審查符合 TSSCI 或 EI 同等級審查標準者，講師升等助理教授者應至少三篇，升等副教授以及副教授升等教授者應至少四篇；其中由院送外審者以兩篇為限，非學術性期刊不得接受，合著之專門著作應依第四條之規定計算篇數。

The specialized works (including representative works and reference publications) submitted by the applicants shall have been published in journals listed in domestic- and world-leading journal databases approved by the FEC of the college and school or awarded with domestic or overseas patents or evaluated in anonymity by at least two non-NTPU scholars or experts commissioned by the College FEC with criteria equivalent to that of the TSSCI or EI. Instructors applying for promotion to the assistant professor position shall submit at least three specialized works. Assistant professors and associate professors applying for promotion to the professor position shall submit at least four specialized works. Not more than two submitted specialized works will be sent for external evaluation. Publications in non-academic journals will not be accepted. The exact number of works published in co-authorship shall be calculated according to Article 4.

二、刊登於由前款國內、外知名期刊資料庫所列期刊發行之定期或不定期專刊之著作，經相同嚴謹之審稿流程，亦得列為前款專門著作篇數之計算。

Works published in the special issues published either regularly or regularly of journals listed in the said domestic- and world-leading journal databases may also be considered as the said specialized works when they have been evaluated through the said equivalent criteria of the TSSCI or EI.

三、代表著作與參考著作應為送審人取得前一等級教師資格後，並符合性質應與升等教師任教科目相關，並有個人之原創性，不得為整理、增刪、組合或編排他人著作而

成之編著外，並需符合「專科以上學校教師資格審定辦法」辦理。代表著作應非為曾以其為代表著作送審者。

The representative works and reference publications shall be published after the applicant holds the current position and relevant to the course(s) taught by the applicant. The works or publications submitted for evaluation shall be the original works completed independently by the applicant and shall not be the adaptation, expansion or reduction, compilation, or edited work of others. In addition, these works/publications shall comply with the "Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education." All representative works submitted for evaluation for the first time.

- 四、擬升等專門著作中，若為專書者，除須為單一作者外，並為核心議題之系統性公開出版之學術論述，專書須依第二款規定由院教評會送二人以上校外學者專家匿名審查，通過者至多以二篇計。

If the specialized publication submitted for evaluation is a monograph, the applicant must be the unique author of the work which is an academic work published systematically on that core topic. This monograph shall be evaluated in anonymity by at least two non-NTPU scholars or experts commissioned by the College FEC as stated in sub-paragraph 2. At least two monographs must pass the evaluation.

- 五、本條第一款所稱國內、外知名期刊資料庫所列期刊名單之訂定與更新，除應依本校教師升等評審準則第三條之一之規定辦理外，應經本學程教評會審議後送院教評會審議。

In addition to Article 3-1 of the NTPU Criteria for Evaluation of Promotion of Faculty Members, the "domestic- and world-leading journal databases" as stated in sub-paragraph 1 shall be determined and updated by the Program FEC and approved by the College FEC.

第三條之二 以技術報告送審升等者，應符合以下規定：

Article 3-2 Promotion with technical reports shall meet the following requirements:

- 一、送審篇數依第三條之一第一項規定辦理；惟其中由院送單項成果外審者不以兩篇為限。其應具備下列具體產出之一：

The number of reports submitted for evaluation shall be subject to Article 3-1, paragraph 1. However, the limit on two works for external evaluation as designated

by the College does not apply. Such technical reports shall meet at least one of the following requirements:

(一)、 具發明專利。

A patent of invention.

(二)、 具技術移轉成果。

Technology transfer achievements.

(三)、 曾獲全國性或國際性技術競賽獎項。

The winner of a national or international competition.

(四)、 以產學合作加速技術開發和商品化具有實績、促進產業進步有具體社會貢獻。

Acceleration of technology development and commodification through industry-academic collaboration with explicit achievements and promotion of industrial advancement with explicit social contribution.

(五)、 有關專業、管理之個案研究，經整理分析具整體性及獨特見解貢獻之成果；或改善專案具有特殊貢獻之研發成果。

A professional, management case study with outcomes containing overall and insightful contributions after collation and analysis or an improvement project containing R&D outcomes with special contributions.

二、技術報告書面內容應包括研發理念、學理基礎、主體內容、方法技巧及成果貢獻。如依前項第一款為技術報告應檢附專利證明及通過文件。

A technical report shall include the purpose of R&D, theory, content of R&D, methodology, and outcomes and contributions. If the technical report involves an invention patent as stated in sub-paragraph 1 of the preceding paragraph, the proof of patent and approval documents shall be submitted.

三、依第一項第四、五款送審之技術報告應由院送單項成果外審，審查項目及配分比例，外審審查意見表依本院評審辦法規定。

The College will send for external evaluation the achievement of individual item in technical reports involving subparagraphs 4 and 5 in the preceding paragraph. The evaluation items and item weight allocation shall be subject to the College's

evaluation regulations.

四、送審技術報告應符合下列要件：

Technical reports submitted for evaluation shall meet the following requirements:

- (一)、以二種以上研究成果送審者，應自行擇定代表成果及參考成果，其屬一系列相關之研究者，得自行合併為代表成果。

Applicants submitting two or more research outcomes for evaluation shall determine the representative outcome and reference outcome. For serial related studies, applicants may combine them into the representative outcome.

- (二)、如係數人合作代表成果者，僅得由其中一人送審；送審時，送審人以外他人需放棄以該成果做為代表成果送審之權利。送審人應以書面具體說明其參與部分，並由合著人簽章證明之。

For group works, only one member can submit the report for evaluation. When submitting the report for evaluation, other group members shall waive the right to be the report representative. The applicant shall also submit a written statement signed by all members in the group to detail his/her role in the work.

- (三)、研發成果涉及機密者，送審人得針對機密部分提出說明，並要求審查過程及審查者予以保密。

For confidential R&D outcomes, the applicant may state the related sections and request for non-disclosure of such sections during the evaluation.

- (四)、送審研發成果應附整體作品之書面報告、證明及通過文件。

Applicants shall also submit the written report, proof, and approval documents of the full work for R&D outcomes submitted for evaluation.

以技術報告升等者，其代表成果以技術報告為限，參考成果得以學術著作(含專利)替代之。

For promotion with technical reports, the representative outcome shall be the technical report only, while the reference outcome may be replaced by academic publications (including patents).

第三條之三 以教學著作送審升等者，應符合以下規定：

Article 3-3 Promotion with teaching works shall meet the following requirements:

- 一、以教學著作為代表著作送審之教材或教學相關研究期刊論文發表應以具有審查制度之出版社出版並具全國流通之性質或在國內外知名學術或具有匿名審查制度之專業刊物（含得公開及利用之電子期刊）發表為限。

Teaching materials or teaching-related research papers as the representative works of teaching works submitted for evaluation shall be published by publishers with an evaluation mechanism and nationwide circulation or in domestic- or world-leading professional journals (including e-journals apt for disclosure and citation) or professional journals (including e-journals apt for disclosure and citation) with anonymous review mechanism.

- 二、以教學著作升等者，其代表著作以教學著作為限，參考著作得以第三條之一規定之著作替代之；其送審著作及篇數依第三條之一辦理，惟其中由院送外審者不以兩篇為限，單篇教學著作應由院送外審，審查項目、配分比例及單篇外審審查意見表依本院評審辦法規定。

In promotion with teaching works, the representative work shall be limited to teaching works only, while the reference publication may be replaced works stated in Article 3-1. The variety and quantity of works submitted for evaluation shall be subject to Article 3-1. However, the limit on two works for external evaluation as designated by the College does not apply, and the College shall also send a single teaching work for external evaluation. The evaluation items, item weight allocation and comment of external evaluation of single works shall be subject to the College's evaluation regulations.

第四條 專門著作、技術報告及教學著作（含代表著作/成果及參考著作/成果）係與他人合著者，其合著實足篇數依下列標準認定：

Article 4 Specialized publications, technical reports and teaching works (including representative works/outcomes and reference publications/outcomes) completed in collaboration with other authors, the exact number of works shall be determined according to the following criteria:

- 一、代表著作（含專門著作、技術報告及教學著作）如係合著，需為第一順位作者，應以書面說明本人貢獻部份佔 70%（含）以上，並由合著者簽章證明之，以一篇計。但有下列情形之一者，不在此限：

Representative works (including specialized publications, technical reports, and teaching works): The applicant shall be the first author with a written statement signed by all co-authors stating that at least 70% of the work is contributed by the applicant. Each work shall be considered as one work, except under any one of the following circumstances:

(一)、送審人為中央研究院院士，免繳交合著人簽章證明。

The applicant who is the academician of Academia Sinica will not need to submit the statement signed by co-authors.

(二)、送審人為第一作者免繳交其國外合著人簽章證明部分。

The applicant who is the first author will not need to submit the statement signed by foreign co-authors.

二、參考著作(含專門著作、技術報告及教學著作)，至少需二篇以上為第一順位或通信(訊)作者。其餘若係二人以上之合著，應以書面說明本人之貢獻部份，書面證明格式如附件，該篇著作所佔百分比以書面證明為準。

Reference publications (including specialized publications, technical reports, and teaching works): the applicant shall be the first author or corresponding author of at least two reference publications. For works completed by two or more authors, a written statement stating the contribution of the applicant shall be submitted. The format of the statement is shown in the annex. This statement shall be the evidence of percentage of the applicant's contribution to a work.

前二款代表著作及參考著作(含專門著作、技術報告及教學著作)之合計，如為副教授升等教授或助理教授升等副教授應為 400%；如為講師升等為助理教授，應為 300%。

The total of the representative works and reference publications (including specialized publications, technical reports, and teaching works) in the above two sub-paragraphs shall be 400% for promotion from the associate professor position to the professor position and from the assistant professor position to the associate professor position and 300% from the instructor position to the assistant professor position.

第五條 學位升等者，學程教評會之評審項目及標準如下：

Article 5 Promotion with degrees shall meet the following requirements:

一、講師升等助理教授者，得僅以學位論文外審成績為評審依據。

For promotion from the instructor position to the assistant professor position, applicants may only submit score of external evaluation of their dissertations (theses) for the reference.

二、具博士學位之講師升等副教授者，教學成績 20%，研究成果 70%，服務與合作 10%。

For instructors holding a doctorate applying for promotion to the associate professor position, the weight of the evaluation items shall be: teaching performance 20%, research achievements 70% and service and cooperation 10%.

研究成果之評審，以院送外審之學位論文成績為主。但依前項第二款升等副教授者，其研究成果除博士學位論文外，並須同時提出其他參考著作，其送審篇數應參照本準則第三條著作升等副教授之規定辦理。

On principle, research achievements will be subject to the score of the dissertations (theses) in the external evaluation on commission of the College. However, for promotion to the associate professor position as stated in sub-paragraph 2 of the preceding paragraph, in addition to the doctoral dissertation (thesis), applicants shall also submit other reference publications in the quantity for promotion to the associate professor position as stated in Article 3 of these Criteria.

第六條 各評審項目之評分依據如下：

Article 6 Each evaluation item shall be scored as follows:

一、教學成績之評分應考量授課時數、授課科目、課程綱要、教材準備、教學評鑑、參與教學精進工作、研習活動或工作坊之表現等項目。

Teaching performance shall be scored in consideration of the hours and courses taught, the syllabus of course(s), preparation of teaching materials, teaching evaluation, participation in teaching optimization or training activities, or workshop performance.

二、研究成果之評審，以專門著作(含學位論文、技術報告或教學著作或成就證明或作品)之院教評外審成績計算。

Research achievements shall be evaluated based on the score of external evaluation of specialized publications (including dissertation (thesis), technical reports or teaching works or proof of achievements or works) commissioned by the College.

三、服務與合作成績之評審，應明列具體服務事項；包括校內各項委員、校內教學服務、校內行政服務、校外專業及推廣服務及執行產學合作計畫、建教合作專題研究計畫或研發成果推廣案，其他重要或重大服務（含輔導與推廣）貢獻等。

Service and cooperation shall be evaluated based on the listed services, including being the member of various school committees, on-campus teaching services, on-campus administrative services, off-campus professional and promotion services and implementation of industry-academe collaboration projects, internship research projects or R&D outcome promotion project, other important contribution or major service (including guidance and promotion).

基本分數 70 分，並依下列各項予以加分：

The basic score is 70 marks, and marks will be added as follows:

- (一)、擔任校級及院級各委員會代表、本學程各委員會召集人、參與本學程、院或校研討會之籌辦、學生社團指導老師、學生活動領隊、其他服務事項，就其任內任滿一年度或帶隊一次加 1 分。

One mark will be added for a service of one academic year or leading a team during the term: To be the representative of a school or college committee, the convener of a Program committee; participation in planning a Program, college or school seminar; being the advisor of a student club, leader of a student activity; other services.

- (二)、接受補助或委託研究計畫，擔任計畫主持人或協同主持人並向學程登記者，每一研究計畫案加 2 分。

Two marks will be added for each research project: To be the chief principal investigator or co-principal investigator of a subsidized or commissioned research project registered to the Program.

- (三)、兼任本校行政職務者，就其任滿一年度加 2 分。

Two marks will be added for a service of one academic year: Taking school administrative duty concurrently.

- (四)、有其他特殊表現者(如：擔任期刊編輯、政府部門顧問、國家考試典試工作等)，由教評會另評定酌予加分。

Marks will be added by FEC for other special performance (*e.g.*, being a journal editor, government department advisor and national examination invigilator).

合計分數超過 100 分者，依 100 分計算。

Total score exceeding 100 marks will be considered as 100 marks.

- 第七條 申請升等之教師，請就教學及服務與合作部份得予加分之項目自行表列，如有佐證之文件請一併提供學程教評會參考。
- 第八條 Faculty members applying for promotion shall list the teaching and service and cooperation items qualified for mark addition and submit the relevant supporting documents, if any, for the reference of the FEC.
- 第九條 本準則經本學程會議通過後施行，修正時亦同。
- 第十條 These Criteria shall be implemented after the approval at the Program Meeting. The same shall apply to the amendments thereto.

附件：國立臺北大學教師資格審查著作合著人證明

Annex: NTPU Statement of Authorship for Faculty Member Evaluation

送審人姓名 Name of Applicant	中文 Chinese		英文 English		任教學校 Employer School	
著作名稱 Title of Work			出版時間 Publishing Time			
合著人(或共同研究人)簽名蓋章 Signature of Co-authors (or co-researchers)	1		2		3	
	4		5		6	
送審人完成部分或貢獻 Sections Completed or Contributed by Applicant						
合著人完成部分或貢獻 Sections Completed or Contributed by Co-authors						
中華民國____年____月____日 Date (YYYY/MM/DD): ____/____/____						

註：

Note:

- 一、本表係依據專科以上教師資格審定辦法第四條第一項第五款規定及國立臺北大學教師升等評審準則第四條規定。

This form has been established with respect to Article 4, paragraph 1, sub-paragraph 5, of the Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education and Article 4 of the NTPU Criteria for Evaluation of Promotion of Faculty Members.

- 二、合著人(或共同研究人)需親自簽名蓋章。若合著人為外籍人士，本表得以外文撰寫。(務須

使合著之外籍人士理解其內涵意義)

Co-authors (or co-researchers) shall sign or affix their personal seals in the form. If co-authors are foreign nationals, this form shall be completed in a foreign language. (Applicants shall ensure that all foreign co-authors signed in this form fully understand the contents of the form.)

三、 代表著作如係合著，需為第 1 順位作者，參與部分須佔百分之七十以上，他人須放棄以該著作作為代表著作送審之權利。

If the representative work is a group work, the applicant must be the first author completing or contributing to at least 70% of the work and other co-authors must waive their right to use the work as their representative work.

四、 參考著作係合著者，至少需 2 篇以上為第 1 順位之作者。

If reference publications are group works, the applicant must be the first author for at least two works.

五、 如各欄不敷填寫者，可另以附件呈現。

Use additional sheets if there is not enough space in the form.