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| **三、 系級評鑑項目：系主任整體評分占10%(其教學、研究、服務(輔導)分數各為三分之一)，另各項評分占40%(每項配分最高20%、最低10% ，系級總項次應於15至30項之間)。****3. Department-Level Evaluation Items: Department Head Evaluation accounts for 10% (1/3 for Teaching, Research and Service (Counseling) points, respectively) of the overall score; each evaluation (from 10% - 20%, respectively; 15-30 department-level items are required) accounts for 40%.** |
| **教學指標：教師自訂比例****Teaching Indicator:** **Customized Ratio** |  |  | ←(請填入10-20之間數字)(Please fill in a number between 10 and 20) |  | 檢查值須等於40%→Checksum must be 40% | 0% |
| 項次Item No. | 項次內容Content | 配分Points | 說明:1.與中程校務發展計畫策略指標之相關性2.分數認定標準Description:1. In relation to strategic indicators of the medium-term university development project2. Point criteria | 自評分數Self-Evaluation Points | 檢核分數Approved Points | 檢核單位核章Approval Stamp of Responsible Unit | 佐證編號(自T-P匯出者則不必附佐證資料)Supporting Number (No supporting data are required for exporting from T-P) |
| 1 | 1.支援語言科系、全英語國際事務／商管學位或學分學程之國際商管課程1. Support international business administration courses of language-based departments and English-taught programs for international affairs/business management.2.全英語授課2.Teach in English.3.擔任進修部課程或授課時間排在週末或夜間時段上課3. Teach courses in the Division of Continuing Education or offer evening or weekend courses.4.開設經遠距教學推動委員會審查通過的遠距課程4. Launch online courses approved by the Online Teaching Promotion Committee. | 25分25 Points | **2-2專業融合計畫3-3大學日間部非外語系(中心)以全英語授課之程數6-2指尖智慧計畫-遠距開課、線上磨課****2-2 Multi-Professional Development Project****3-3 Number of English-Taught Courses Offered by Non-Language-Based Departments (Centers) for Daytime Programs****6-2 E-Learning Project- Online Course, MOOCs1.支援外系開設國際商管課程乙門得15分****1. 15 points for supporting a language-based department to launch 1 international business management course.2.開設全英語授課課程乙門得25分****2. 25 points for teaching 1 course in English.****3.開設進修部課程或授課時間排在週末每學分加5分****3. 5 points per credit for teaching a course in the Division of Continuing Education or offering evening or weekend courses.4.開設遠距課程每門25分****4. 25 points for 1 online course.** |  |  |  |  |
| 2 | 指導學生參加競賽獲獎Coach students to win a competition. | 25分25 Points | 1.國際競賽：25分全國競賽：23分區域競賽：21分校內競賽：19分1. International: 25 pointsNational: 23 pointsRegional: 21 pointsInternal: 19 points2.未得獎可得一半分數2. Half of the points are granted if the student does not win any award. |  |  |  |  |
| 3 | 實際推動或主持校內外各級教學計畫（例：教育部教學卓越計畫、各型教學改進計畫等）Carry out or lead internal/external teaching projects at any level (e.g. the Ministry of Education’s teaching excellence project or any kinds of teaching improvement projects). | 20分20 Points | **5-2專任教師承接之政府部門計畫案、產學及技術服務件數****5-2 Number of Governmental, Academia-Industry and Technical Service Projects Conducted by Full-Time Faculty1.校級專案活動20分院級專案活動18分系級專案活動16分****1. University Project: 20 points****College Project: 18 points****Department Project: 16 points2.主持人：分數\*1共同主持人：分數\*0.8****2. Principal Investigator: Point\*1****Co-Principal Investigator: Point\*0.8** |  |  |  |  |
| 4 | 1.編撰可供教學使用並出版之教材1. Create publishable teaching materials.2.於校內教學實務研討會演講、展演、分享示範教學法、教材或教學經驗2. Give a speech, hold an exhibition, or share modeling, teaching materials or experience at internal teaching practice conferences. | 20分20 Points | 1.每本10分；多人編撰分數採平均分配1. 10 points for 1 publication; points will be allocated equally if it is written by multiple authors.2.每次10分；檢附證明2. 10 points for 1 activity; please attach proof of the activity. |  |  |  |  |
| 5 | 1.前往相關產業研習1. Conduct on-site industrial study.2.參與系(所)舉辦之重大集會、會議、慶典與活動2. Attend department/graduate institute-level important occasions, meetings, festivals and activities.3.取得院、系(所)、中心認可有效期間之專業證照3. Obtain a professional certificate recognized by any college/department/graduate institute/center during the effective period. | 30分30 Points | **7-1產業接軌計畫-專業實習、產業學院、職涯發展、證照資歷****7-1 Connecting with Industry Project - Professional Internship, Industrial College, Career Development, Professional Certificate1.每小時5分****1. 5 points per hour.2.參加活動每次10分****2. 10 points for 1 event.3.有效期間之政府證照每張25分****3. 25 points for 1 certificate issued by the government during the effective period.4.取得3年內之非政府證照每張20分****4. 20 points for 1 certificate issued by a non-governmental organization in 3 years.** |  |  |  |  |
| 6 | 1.課程大綱準時上網1. Upload syllabus on time.2.上傳教學教材於網路平台2. Upload teaching materials to online platform.3.繳交期中預警學生名單(如無預警學生名單，則已於系統上確認)3. Submit midterm warning student list (please confirm on the system if no warning is needed).4.準時繳交學生學習成績，且無更改成績紀錄4. Submit academic grades on time without any changes.5.未違反調、補課相關規定(包含期中、期末考週之考試及上課規定)5. Comply with regulations for makeup class or class rescheduling (including test rules of midterm/final exam week and class rules).6.教學意見調查結果達校方規定標準6. Meet teaching evaluation questionnaire standards set by the University.7.符合留校8個半天及每週4小時office hours輔導學生之時段7. Comply with counseling service rules to stay at school for 8 half days and provide 4 office hours per week.8.按時完成上課點名(線上點名)傳送8. Call the roll and submit results online on time.9.教學意見調查結果9. Teaching evaluation questionnaire results10.其他10. Other | 30分30 Points | **2-3生涯和合計畫-導師陪伴、廣/深度陪伴2-6全校各學制生對學校教學之整體滿意度8-3院系運轉計畫-課程更新、目標統合****2-3 Life Mentoring Project – Homeroom Teacher Care, Extensive/In-Depth Care****2-6 Students’ (every program) Overall Satisfaction Towards the Teaching System****8-3 College/Department Operation Project - Curriculum Update, Goal Unification1.每達成一項5分****1. 5 points for 1 achievement.2.教師自行列舉，系(所)認定****2. Any other achievements may be listed to be recognized by the department (graduate institute) in charge.3.教學評量3.5分以上(含)加20分****3. 20 points for an average score of 3.5 or higher for Teaching Evaluation.4.創新或既有項目未能涵蓋的貢獻，每列舉一項30分****4. 30 points for 1 innovative achievement or 1 contribution not stated in the form.** |  |  |  |  |
| 小計(若超過100分，以100分計)，如為負分以零分計Subtotal (For a score above 100 points, only 100 points will be given. If the score is below 0, no points will be given.) | 0 | 0 |  |  |
| (代碼A3) 教學項目依自訂百分比計分(小計總分\*教師自訂百分比)(Code A3) The teaching percentage is calculated out of customized ratio. (Subtotal\*Customized Ratio) | 0 | 0 |  |  |
|  |  |  |  |  |  |  |  |
| **研究指標：教師自訂比例****Research Indicator:** **Customized Ratio** |  |  | ←(請填入10-20之間數字)(Please fill in a number between 10 and 20) |  |  |  |  |
| 項次Item No. | 項次內容Content | 配分Points | 說明:1.與中程校務發展計畫策略指標之相關性2.分數認定標準Description:1. In relation to strategic indicators of the medium-term university development project2. Point criteria | 自評分數Self-Evaluation Points | 檢核分數Approved Points | 檢核單位核章Approval Stamp of Responsible Unit | 佐證編號(自T-P匯出者則不必附佐證資料)Supporting Number (No supporting data are required for exporting from T-P) |
| 1 | 協助辦理校際合作、跨國校際合作、交流Support collaboration and exchange with domestic or foreign schools. | 30分30 Points | **4-6國際雙聯學位或跨國學程計畫件數5-5發表於有全文外審制度之學術刊物的論文篇數****4-6 Number of International Dual Degree Programs or International Programs****5-5 Number of Papers Published in Academic Publications with Full-Paper Review System1. 簽訂1案跨校合作案得30分****1. 30 points for 1 interschool collaboration project.2. 協助辦理邀請國際學者教授蒞校訪問或客座至少1名得20分****2. 20 points for supporting to invite at least 1 foreign scholar to visit Wenzao or serve as a visiting professor.3. 專任教師論文發表於全文外審制度學術刊物至少1篇得25分****3. 25 points for full-time faculty to publish at least 1 paper in an academic publication with full-paper review system.4. 協助辦理國際研討會乙場得20分****4. 20 points for supporting to organize 1 international conference.** |  |  |  |  |
| 2 | 1.強化學生國際交流機會，擴大學生國際視野1. Provide students with more foreign exchange opportunities to broaden their global vision.2.擔任學生科技部專題研究計畫或「大專畢業生創業服務計畫」等之指導教師2. Serve as an advisor of a student research project of the Ministry of Science and Technology or a U-Start Project for graduates | 15分15 Points | **4-2海內知己計畫-宗教網絡、友校聯盟****4-2 Domestic Partner Project-Religion Network, School Partnership1.擔任本系所國際交流合作教師代表得15分****1. 15 points for serving as an international exchange teacher for the department/graduate institute.2.每案15分****2. 15 points for 1 project.** |  |  |  |  |
| 3 | 落實六年計畫，提升教師實務知能Carry out the 6-year plan to improve faculty’s competency | 25分25 Points | **7-1產業接軌計畫-六年計畫、實務增能****7-1 Connecting with Industry Project - 6-Year Plan, Practical Improvement教師參與深度研習或深耕服務得25分****25 points for participating in an in-depth study or in-depth involvement activity.** |  |  |  |  |
| 4 | 1.執行產業學院計畫1. Conduct an academia-industry project.2.擔任科技部/教育部計畫主持人2. Serve as the principal investigator of a project of the Ministry of Science and Technology/Ministry of Education | 30分30 Points | **5-2專任教師承接之政府部門計畫案、產學及技術服務件數****5-2 Number of Governmental, Academia-Industry and Technical Service Projects Conducted by Full-Time Faculty1.每案30分****1. 30 points for 1 project.2.主持人\*1、共同主持人\*0.5****2. Principal Investigator\*1, Co-Principal Investigator\*0.5** |  |  |  |  |
| 5 | 1.辦理/參與跨領域研究教師社群或進行跨國研究案1. Conduct/participate in an interdisciplinary research project of the faculty community or an international research project2.執行產官學合作研究案結案(不含科技部計畫)2. Conduct and close an academia-industry-government research project (not including a project of the Ministry of Science and Technology).3.執行產官學合作案結案3. Conduct and close an academia-industry-government research project. | 20分20 Points | **5-2專業拔尖計畫-嶄新領域、跨域合作、專任教師承接之政府部門計畫案、產學及技術服務件數****5-2 Outstanding Professional Project - New Field, Interdisciplinary Collaboration, Number of Governmental, Academia-Industry and Technical Service Projects Conducted by Full-Time Faculty1.每案10分****1. 10 points for 1 project.2.主持人\*1、共同主持人\*0.5；受評年度結案，5,000~20,000元每案5分、超過20,000元每案20分（需以文藻名義簽訂）****2. Principal Investigator\*1, Co-Principal Investigator\*0.5; 5 points for 1 project worth between NT$5,000~NT$20,000; 20 points for 1 project worth over NT$20,000. The project shall be closed in the year of evaluation (and signed under the name of Wenzao).3.主持人\*1、共同主持人\*0.5；受評年度結案，5,000~20,000元每案10分、超過20,000元每案20分（需以文藻名義簽訂）****3. Principal Investigator\*1, Co-Principal Investigator\*0.5; 10 points for 1 project worth between NT$5,000~NT$20,000; 20 points for 1 project worth over NT$20,000. The project shall be closed in the year of evaluation (and signed under the name of Wenzao).** |  |  |  |  |
| 6 | 1.申請科技部專題研究計畫或其他公部門計畫，未獲通過者1. Denied application for a project of the Ministry of Science and Technology or other authorities.2.獲學術研究、科技性或藝文性獎項（如科技部傑出獎、教育部學術獎等）2. Receive an academic, science or art award (e.g. Outstanding Award of the Ministry of Science and Technology, Academic Award of the Ministry of Education).3.發表於有審查制度之學術性學報、期刊論文3. Publish a paper in a bulletin or a journal with peer review system.4.具ISBN國際標準書號且由大學出版社（academic press）出版或屬學術研究類專書4. A book with ISBN published by an academic press or a monograph5.具ISBN國際標準書號且由一般出版社（commercial press）出版之學術專書5. A monograph with ISBN published by a commercial press6.具ISBN國際標準書號且正式出版之學術專書篇章或章節6. Publish an article or a chapter in a formal monograph with ISBN.7.主編多人合著有審稿制度之學術專書7. Edit a monograph written by multiple authors with peer review system.8.其他8. Other | 30分30 Points | 5-1人物拔尖計畫-諄誨耕耘，人師楷模5-5發表於有全文外審制度之學術刊物的論篇數5-1 Faculty Improvement Project –Inculcation, Role Model5-5 Number of Papers Published in Academic Publications with Full-Paper Review System1.每案15分；主持人\*1、共同主持人\*0.51. 15 points for 1 project; Principal Investigator\*1, Co-Principal Investigator\*0.5.2.科技部傑出獎以上：30分/項 國際性：25分/項全國性：20分/項區域性：15分/項校內性：10分/項2. Outstanding Award of the Ministry of Science and Technology or better recognition: 30 points per awardInternational: 25 pointsNational: 20 pointsRegional: 15 pointsInternal: 10 points3.每篇30分；A級30分、B級25分、C級20分、D級15分、E級10分(需標明文藻)3. 30 points for 1 paper; Grade A: 30 points, Grade B: 25 points, Grade C: 20 points, Grade D: 15 points, Grade E: 10 points (Wenzao shall be indicated in such publication).4~7.每本20分(需標明文藻)20 points for 1 publication stated in No.4-No.7 (Wenzao shall be indicated in such publication).8.創新或既有項目未能涵蓋的貢獻，每列舉一項30分30 points for 1 innovative achievement or 1 contribution not stated in No.8. |  |  |  |  |
| 小計(若超過100分，以100分計)，如為負分以零分計Subtotal (For a score above 100 points, only 100 points will be given. If the score is below 0, no points will be given.) | 0 | 0 |  |  |
| (代碼B3) 研究項目依自訂百分比計分(小計總分\*教師自訂百分比)(Code B3) The research percentage is calculated out of customized ratio. (Subtotal\*Customized Ratio) | 0 | 0 |  |  |
|  |  |  |  |  |  |  |  |
| **服務(輔導)指標：教師自訂比例****Service (Counseling) Indicator:** **Customized Ratio** |  |  | ←(請填入10-20之間數字)(Please fill in a number between 10 and 20) |  |  |  |  |
| 項次Item No. | 項次內容Content | 配分Points | 說明:1.與中程校務發展計畫策略指標之相關性2.分數認定標準Description:1. In relation to strategic indicators of the medium-term university development project2. Point criteria | 自評分數Self-Evaluation Points | 檢核分數Approved Points | 檢核單位核章Approval Stamp of Responsible Unit | 佐證編號(自T-P匯出者則不必附佐證資料)Supporting Number (No supporting data are required for exporting from T-P) |
| 1 | 1.協助辦理畢業系友交流/職涯調查1. Support organizing an alumni event/conducting an alumni career survey.2.協助學校辦理募款及校友活動2. Support organizing a fundraising and alumni event. | 20分20 Points | **7-6畢業生就業率****7-6 Graduate Employment Rate1.協助辦理系友回娘家活動，並邀請返校之校友進行實務經驗分享得10分****1. 10 points for supporting to organize an activity to invite alumni to share experience.2.辦理畢業生流向調查，以了解畢業生進路發展之情形得10分****2. 10 points for conducting an alumni career survey to obtain information on post-graduation development.3.協助幫忙進行畢業生雇主滿意度調查，以了解畢業生職場之表現得10分****3. 10 points for support in conducting an employer satisfaction survey to understand alumni’s performance at work. 4.協助推動募款業務：擔任教育基金委員：10分協助辦理募款活動：10分引介熱心人士捐贈本校教育基金達台幣10萬元：20分協助辦理大型校友活動：每次20分****4. Support fundraising tasks:****Serve as a member of the Education Fund Committee: 10 Points.****Support organizing a fundraising event: 10 Points.****Introduce any donor to give at least NT$100,000 as education fund: 20 Points.****Support organizing large-scale alumni events: 20 points for 1 event.** |  |  |  |  |
| 2 | 輔導學生考取專業證照Coach students to obtain a professional certificate. | 20分20 Points | **7-4學生檢定證照通過率1.開設考照輔導課程得20分2.協助學生考取證照得10分****7-4 Student’s Certificate Pass Rate****1. 20 points for offering a certificate training course.****2. 10 points for supporting students to obtain a certificate.** |  |  |  |  |
| 3 | 1.出席諮商與輔導中心特殊個案或身障生ISP會議1. Attend a meeting held by the Counseling Center on special cases or individualized support plans (ISP) for disabled students.2.導生評量2. Homeroom Teacher Evaluation3.協助執行校外賃居導生訪視工作3. Support visiting students living off campus.4.積極輔導高關懷學生，主動關懷轉介特殊個案學生，共同協助輔導4. Provide counseling service in collaboration to actively take care of students in need of special care and special students transferred.5.執行招生宣導工作5. Conduct student recruitment tasks. | 20分20 Points | **2-3生涯和合計畫-導師陪伴、廣/深度陪伴****2-3 Life Mentoring Project – Homeroom Teacher Care, Extensive/In-Depth Care1.全程出席1場次10分****1. 10 points for attending 1 meeting for its full duration.2.學年平均3.5以上者10分3.4~3.49者6分3.3~3.39者4分3.29以下者2分3.12位（含）以上8分9位（含）以上6分6位（含）以上4分3位（含）以上2分****2. 10 points for an average of 3.5 or higher in an academic year****6 points for 3.4~3.49 4 points for 3.3~3.39 2 points for below 3.293. 8 points for visiting 12 or more students6 points for visiting 9 or more students****4 points for visiting 6 or more students2 points for visiting 3 or more students****4.收到高關懷學生名單後，1個月內完成至少1小時晤談，並持續追踪得10分****4. 10 points for talking to every student for at least 1 hour in 1 month after receiving the list of students in need of special care and following up with them.5.執行招生宣導工作每次10分****5. 10 points for completing 1 student recruitment task.** |  |  |  |  |
| 4 | 1.擔任院、系(所)、中心學生組織指（輔）導老師（系、科學生會）1. Serve as an advisor of a college/department/graduate institute/center student organization (e.g. departmental student association).2.擔任學務處指定重點學生自治組織、社團指（輔）導老師2. Serve as an advisor of a key student organization/club for the Office of Student Affairs.3.擔任校級或校外委員會（會議）委員（代表）3. Serve as a member of a university-level or external committee (or a representative at a meeting).4.擔任縣市級以上學（協）會理監事、董事或幹事4. Serve as a director, supervisor or officer of a county/city association/society.5.擔任各級學校校外諮詢委員5. Serve as an external consultant of a school at any level.6.擔任各級學校訪視評鑑委員6. Serve as an evaluator of a school at any level.7.擔任國家考試命題、口試或閱卷委員7. Serve as a drafter, oral examiner or marker of a national exam.8.擔任校級研習（討）會之專題演講者8. Serve as a keynote speaker at a university-level conference/seminar.9.擔任校內、外研究生論文口試委員9. Serve as a member of an oral defense committee for an internal/external graduate student.10.擔任校內畢業專題指導老師10. Serve as an advisor of a graduation project.11.擔任學生校外實習輔導老師11. Serve as a faculty supervisor for an external internship.12.至校外擔任與專業相關之專題演講或展演（不含有學分之課程）12. Give a speech or hold an exhibition on a specific professional topic for any other organization (not including credit courses). | 25分25 Points | 2-4專任教師參加校外業服務比率每次25分2-4 Full-Time Faculty’s External Service Rate25 points for 1 service |  |  |  |  |
| 5 | 1.獲得服務性、輔導性獎項1. Receive a service or counseling award.2.擔任政府組織、教師團體之學會組織及NGO、NPO之委員或幹部2. Serve as a member or staff of a governmental organization, teacher association or NGO/NPO.3.擔任相關產業公司之顧問、輔導或學界代表之董、監事3. Serve as an advisor, consultant or academic director/supervisor of a company. | 20分20 Points | **5-1人物拔尖計畫-特殊表現、專業典範****5-1 Faculty Improvement Project-Special Achievement, Professional Model1.國際：20分全國：15分區域：10分校內：8分****1. International: 20 points****National: 15 points****Regional: 10 points****Internal: 8 points2.每項10分****2. 10 points for 1 achievement.** |  |  |  |  |
| 6 | 1.擔任校級學生營隊與重要活動指（輔）導老師1. Serve as an advisor of a university-level student camp or an important event.2.擔任英語初戀營或外語營隊相關之英、外文課程教師2. Provide English or other language lessons for English Camp or other language camps. 3.擔任課外活動指導組相關學生活動顧問(外文指導、活動指導等)3. Serve as an advisor of a student activity organized by the Extracurricular Activities Section (language or activity organization advising service)4.擔任校內、校外出版學術刊物編輯人員4. Edit an internal or external academic publication.5.擔任國內外學術期刊審查人5. Serve as a reviewer of a domestic/foreign journal.6.擔任學生社團（組織）校外服務隊隨隊指導老師(2天（含）以上)6. Serve as an advisor of a student service team under a student club/organization (2 or more days) | 20分20 Points | **2-3生涯和合計畫-導師陪伴、廣/深度陪伴****2-3 Life Mentoring Project – Homeroom Teacher Care, Extensive/In-Depth Care每次10分****10 points for 1 service.** |  |  |  |  |
| 7 | 1.在社區大學、其他社教機構、本校推廣教育中心、替代課程擔任課程教學自願志工1. Volunteer to teach in a community college, a social education institution or the Division of Extension Education or teach substitute courses.2.其他2. Other | 25分25 Points | 1.每小時5分2.創新或既有項目未能涵蓋的貢獻，每列舉一項30分1. 5 points per hour.2. 30 points for 1 innovative achievement or 1 contribution not stated in the form. |  |  |  |  |
| 小計(若超過100分，以100分計)，如為負分以零分計Subtotal (For a score above 100 points, only 100 points will be given. If the score is below 0, no points will be given.) | 0 | 0 |  |  |
| (代碼C3) 服務(輔導)項目依自訂百分比計分(小計總分\*教師自訂百分比)(Code C3) The service (counseling) percentage is calculated out of customized ratio. (Subtotal\*Customized Ratio) | 0 | 0 |  |  |
|  |  |  |  |  |  |  |  |
| 項目Item | 分數(最高100分)Points (Maximum: 100 Points) | 得分占總分比例10%Percentage of Overall Score10% | 教學項得分(代碼A4)Teaching Points (Code A4) | 研究項得分(代碼B4)Research Points (Code B4) | 服務(輔導)項得分(代碼C4)Service (Counseling) Points (Code C4) |
| 系主任總體評分Overall Score from the Department Head | 100 | 10 | 3.33 | 3.33 | 3.33 |
|  |  |  |  |  |  |  |  |
| 項目Item | 分數(最高100分)Points (Maximum: 100 Points) | 得分占總分比例5%Percentage of Overall Score5% | 教學項得分(代碼A5)Teaching Points (Code A5) | 研究項得分(代碼B5)Research Points (Code B5) | 服務(輔導)項得分(代碼C5)Service (Counseling) Points (Code C5) |
| 院長總體評分Overall Score from the College Dean | 100 | 5 | 1.67 | 1.67 | 1.67 |
|  |  |  |  |  |  |  |  |
| **計分總表****Scoring Chart** |
| 評鑑項目名稱Evaluation Item | 自評分數Self-Evaluation Points | 檢核分數Approved Points | 備註Remark全文完 |
| 教學項目總分(A1+A2+A3+A4+A5)Total Teaching Points (A1+A2+A3+A4+A5) | 5.00  |  |  |
| 研究項目總分(B1+B2+B3+B4+B5)Total Research Points (B1+B2+B3+B4+B5) | 5.00  |  |  |
| 服務(輔導)項目總分(C1+C2+C3+C4+C5)Total Service (Counseling) Points (C1+C2+C3+C4+C5) | 5.00  |  |  |
| 總分Overall Score | 15.00  |  |  |