

國立中山大學機械與機電工程學系教師升等審查要點

Guidelines on Evaluation of Professorship Rank Promotion for the Department of Mechanical and Electro-Mechanical Engineering

民國80年4月10日工學院教師評審委員會會議通過

Approved at the College of Engineering Faculty Evaluation Committee meeting on April 10, 1991

民國92年11月12日工學院教師評審委員會會議通過

Approved at the College of Engineering Faculty Evaluation Committee meeting on November 12, 2003

民國95年4月14日工學院教師評審委員會通過

Approved at the College of Engineering Faculty Evaluation Committee meeting on April 14, 2006

民國106年9月20日工學院教師評審委員會會議通過

Approved at the College of Engineering Faculty Evaluation Committee meeting on September 20, 2017

民國108年11月15日工學院教師評審委員會通過

Approved at the College of Engineering Faculty Evaluation Committee meeting on November 15, 2019

民國111年9月13日 工學院教師評審委員會通過

Approved at the College of Engineering Faculty Evaluation Committee meeting on September 13, 2022

111.12.13工學院111學年度第3次教評會通過

Approved at the 3rd Faculty Evaluation Committee meeting of the College of Engineering in the academic year 2022-2023 on 2022.12.13

112.1.16工學院111學年度第4次教評會通過

Approved at the 4th Faculty Evaluation Committee meeting of the College of Engineering in the academic year 2022-2023 on 2023.1.16

112.12.26工學院112學年度第5次教評會通過

Approved at the 5th Faculty Evaluation Committee meeting of the College of Engineering in the academic year 2023-2024 on 2023.12.26

一、本系為教師升等，依據本校教師升等審查辦法及工學院教師升等審查要點之規定，訂定本要點。

1. The Department of Mechanical and Electro-Mechanical Engineering sets down these Guidelines for professorship rank promotion in accordance with the Regulations for Evaluation of Professorship Rank Promotion and the Guidelines for Evaluation of Professorship Rank Promotion of the College of Engineering.

二、本系各級教師升等，須符合下列條件方得提出申請：

2. Faculty of the Department of all ranks who apply for professorship rank promotion shall meet the following conditions:

(一) 本校教師升等審查辦法第二條及第三條之規定。

(1) Articles 2 and 3 of the Regulations for Evaluation of Professorship Rank Promotion.

(二) 工學院各級教師申請升等門檻標準之規定。

(2) The promotion thresholds for faculty of all ranks of the College of Engineering.

三、教師提出升等申請案期程，應依本校人事室公告規範(如人事室網頁公告之升等作業流程圖)。

3. Timeline for faculty promotion application shall be based on the announcement of the Office of Personnel Services (e.g., the Procedural Flow Chart for Faculty Promotion posted on the Office of Personnel Services website).

四、升等教師之代表作須為第一作者（學生除外）且已刊登，如有合著須將合著證明一起送審。

4. The applicant's representative work must be published work with the applicant as the first author (except students). In case of co-authored works, a Verification of Co-author's Contribution shall be submitted for review as well.

五、本系教師評審委員會（以下簡稱系教評會）在收到教師升等申請案後，依本要點第二點之規定進行資格審核。審核通過後，將申請升等教師之學術研究成果及迴避名單送工學院教師評審委員會（以下簡稱院教評會）進行學術研究成果審查後，由校送外審。外審結果送回系教評會進行系級審查；系級審查之外審成績依本校教師升等審查辦法之規定，由校將學術研究成果送交五位外審委員審查。

5. After receiving a professorship rank promotion application, the Department Faculty Evaluation Committee ("the DFEC" hereafter) shall review the applicant's qualifications according to Article 2 of these Guidelines.

After the application has passed the review, the applicant's academic research achievements and the recusal list shall be sent to the College Faculty Evaluation Committee ("the CFEC" hereafter) for the review of academic research achievements, which shall then be sent for external review by the University. Result of the external review shall be sent back to the DFEC for the department-level review. In accordance with the Regulations for Evaluation of Professorship Rank Promotion, the department-level review of the external review grade shall be done by five external reviewers to whom the University shall send the academic research achievements.

外審成績評分比重(%)：代表作占70%，參考作占30%。

Grading weight for the external review result: Representative work 70%, reference works 30%

外審結果以一百分為滿分，分為「傑出」、「優良」、「普通」、「欠佳」四等第，各等第分數如下：External review grade is based on a 100-point scale, with four possible grades – “outstanding,” “excellent,” “average,” and “poor,” representing the following scores respectively:

(一)、傑出：九十分以上至一百分。

(1) Outstanding: above 90 to 100

(二)、優良：八十分以上，不滿九十分。

(2) Excellent: above 80 to 90

(三)、普通：七十分以上，不滿八十分。

(3) Average: above 70 to 80

(四)、欠佳：不滿七十分。

(4) Poor: below 70

擬升等為教授或副教授者，至少有四位外審委員評等為「優良」以上，且擬升等為教授者，外審平均分數達 81 分；擬升等為副教授者，外審平均分數達 78 分，始達外審合格門檻。未達外審合格門檻者，視為升等不通過。

Applicants for promotion to the professor or associate professor rank must get an “excellent” grade from at least four external reviewers. Those applying for promotion to the professor rank shall get an average score of 81 from the external reviewers; for promotion to the associate professor rank an average score of 78 is required to reach the passing grade of external review. Those who fail to achieve the passing grade of external review are deemed failing the promotion evaluation.

六、系級審查時，悉依本系教師升等績效評分細則進行審議，以教師升等之學術產學研究績效、教學績效、服務績效核算成績總分。成績總分70分（含）以上則通過升等。通過後即依規定期限內送院教評會辦理院級審查。對未獲通過升等之教師應具體敘明理由通知當事人。

6. The department-level review shall be conducted in accordance with the Grading Regulations for Professorship Rank Promotion Evaluation of the Department. A total score will be assessed based on the applicant's academic and industry-academic research performance, teaching performance, and service performance. Those who score 70 (inclusive) or above are approved for promotion; thereafter the application will be sent to the CFEC within a specified time for the college-level review. Applicants who are not approved for promotion shall be informed of the result, with reason(s) specified.

本系教師申請升等時，得以升等前一職級之學術研究論文、產學應用技術報告或教學實務技術報告，助理教授升等副教授至多六件；副教授升等教授至多十件，送請審查。教師應自行擇一為代表作，其餘列為參考作，其屬系列之相關研究者，得合併為代表作。

When applying for promotion, the applicant may submit up to six (assistant professor seeking promotion to the associate professor rank) or ten (associate professor seeking promotion to the professor rank) academic research papers, technical reports for industry-academia applications, or technical reports of teaching practice at the pre-

promotion rank for review. The applicant shall select one representative work and the rest as reference works.

Related works constituting a series may be compiled into one representative work.

七、未獲通過升等之教師對於審議結果如有異議，可依本校教師升等審查辦法之相關規定提出申訴或申復。

7. Applicants who are not approved for promotion and object to the review result may file an appeal or apply for re-evaluation in accordance with the Regulations for Evaluation of Professorship Rank Promotion.

八、本系教師升等案獲系級審查通過，但未獲工學院或本校通過者，於再次申請升等時，本系仍按本要點規定之程序重新審查。重新提出學術研究成果曾作為代表作送審時，其送審之參考著作，助理教授升等副教授應增加或更換 一 件以上；副教授升等教授應增加或更換 二 件以上。

8. Applicants who have passed the department-level review but not the College of Engineering's or the University's review will have to undergo the Department's review procedures again according to these Guidelines when re-applying for professorship rank promotion. When resubmitting the representative work of academic research achievements for review, at least one additional or replaced reference work shall be submitted for assistant professor applying for promotion to the associate professor rank, and at least two additional or replaced reference works for associate professor applying for promotion to the professor rank.

九、本要點經系教師評審委員會、系務會議通過，送請工學院教師評審委員會審議通過，陳請校長核定後實施，修正時亦同。

9. These Guidelines shall be approved by the DFEC and Department Council, and then forwarded to the CFEC for review and approval, and to the President for ratification before implementation; the same applies to any amendments thereof.