

國立東華大學人文社會科學學院教學優良教師遴選與獎勵辦法

NATIONAL DONG HWA UNIVERSITY College of Humanities and Social Sciences Regulations for the Outstanding Faculty Awards (Implemented September 17, 2018.)

第一條 為提高國立東華大學人文社會科學學院（以下簡稱本院）教學品質，獎勵教學優良教師，肯定其努力與貢獻，根據「國立東華大學教學優良教師遴選與獎勵辦法」特訂定「國立東華大學人文社會科學學院教學優良教師遴選與獎勵辦法」（以下簡稱本辦法），並籌組「院教學優良教師遴選委員會」（以下簡稱遴選委員會），負責遴選院級教學優良教師並提出校教學優良教師推薦人選。

Article I In order to improve the quality of education and reward outstanding faculty members for their efforts and dedication, the National Dong Hwa University (hereinafter referred to as NDHU) College of Humanities and Social Sciences (hereinafter, the College) has established the National Dong Hwa University College of Humanities and Social Sciences Regulations for the Outstanding Faculty Awards (hereinafter, the Regulations) and organized the College's Outstanding Faculty Selection Committee (hereinafter, the Selection Committee) to select outstanding faculty members of the College and recommend them for nomination for the NDHU Outstanding Faculty Awards.

第二條 凡在本校任教滿二年以上之專任（含合聘、專案）教師，熱心教學及指導學生學習有成效，於遴選前二年每學年於大學部至少開設一門課，且該期間無授課不足情形，教學評量成績在系所平均值以上或教師個人教學評量分數平均在 4.1 以上（不含碩士在職專班及進修學士班）足為表率者，均有被推薦之資格。
前項年資採計至進行遴選作業當年度 7 月 31 日止。

Article II Any full-time faculty member (including jointly appointed and contract faculty members) who has served at NDHU for more than two years and is deserving of commendation for their achievements in the education and guidance of students, who has taught at least one undergraduate course in each academic year for the two years prior to the screening process and has maintained the required minimum number of lecture hours, and who has received an academic review score above the departmental average or an average academic review score above 4.1 (excluding in-service master's degree programs and extension education bachelor programs) shall be eligible for recommendation.
The number of years as stated in the preceding paragraph shall be calculated with July 31 of the year in which the screening process takes place as the end date.

第三條 院教學優良教師每年遴選一次，每屆可遴選名額以本院所屬教師人數之百分之十為上限（四捨五入取整數）。經獲選教學優良教師者，將頒發獎牌或獎狀公開表揚，以資獎勵。獲獎教師應支援新進教師研習及教學相關活動（如示範教學、經驗分享、提供諮詢服務等），並將相關資料送圖書館收藏暨展示。

Article III Collegiate Outstanding Faculty Awards shall be awarded each year to an annual quota of 10% of the current faculty (rounded to the nearest number) of the College. Any faculty member who receives an Outstanding Faculty Award shall be publicly commended with a medal or certificate to reward them for their endeavor. Awardees shall provide assistance to new faculty members in workshops and academic events (e.g. lecture demonstrations, experience sharing, counselling), and provide the library with relevant documents for collection and exhibition.

第四條 遴選委員會由本院院長為召集人並遴聘校內外教師五至七人組成。委員任期為二年，連聘得連任，委員若有出缺情況，則依需要補足之。

Article IV Five to seven professors on or off campus shall be appointed as members of the Selection Committee with the dean of the College serving as convener. Committee members shall serve for a term of two years and may be reappointed. If any committee seat becomes vacant, the committee may fill the vacancy according to its needs.

第五條 本院教學優良教師獎勵施行細則如下：

- 一、遴選委員會原則上應於接受由院內系所推薦或自薦之候選人後之一個月內，完成遴選程序並選出院獲獎教師以及校教學優良教師候選人若干名。
- 二、候選人應於院遴選程序中提供下列資料，做為遴選評分參考：
 - (一)教學成果：包括前二學年教學意見調查表結果、班級類別及人數與學生學業表現等相關資料。
 - (二)教材與教法：包括課程設計、教材與教法之運用等相關資料。
 - (三)教學理念與熱忱：包括對系、所、院及校教學相關議題之參與及改革、教學改進計畫之爭取、教師專業發展暨學生學習輔導之參與等相關資料。
 - (四)教學負擔指數。
 - (五)參與開設通識或師培課程情形。
 - (六)其他補充說明資料(例如教學特殊表現之具體舉證說明、參與示範教學、經驗分享或提供同儕教學諮詢服務等。)
- 三、推薦之系所必要時得秉持公正原則，適切徵求受教學生與同儕之意見或以學生票選方式作為參考，進行遴薦作業。
- 四、遴選委員會進行評選時，應兼顧量化與質化之因素，對候選人貢獻之質與量並重，以求公允。評選細則由遴選委員會自訂之。
- 五、遴選委員會議事之出席人數及無記名投票表決票數皆以三分之二(含)為法定底限。委員若為受評候選當事人時，應迴避參與評選作業。

Article V Enforcement Rules for the Collegiate Outstanding Faculty Awards are as follows:

- A. In principle, the Selection Committee shall complete the selection process for Outstanding Faculty Members within one month of accepting candidates recommended by the departments or self-recommended candidates.
- B. Candidates shall provide the following documentation to the Selection Committee for reference:
 1. Educational achievements: The candidate shall provide relevant documents such student opinion questionnaire results, course types, and student numbers and academic performance for the last two academic years.
 2. Teaching materials and methods: The candidate shall provide the relevant documents, including course design, use of teaching materials, and methods.
 3. Teaching philosophy and enthusiasm: Candidates shall provide documentation showing participation in educational affairs and departmental, institution, college, or university reforms; efforts to secure funding from educational improvement programs; professional teaching development; and student academic advising.
 4. Teaching Load Index.
 5. Participation in general education and teacher training courses
 6. Other supplemental information (e.g. specific supporting examples of special achievements in teaching, participation in lecture demonstrations, experience sharing, peer teaching and counseling).
- C. The recommendation process by the departments shall be impartial. Student and faculty opinions shall be solicited or student voting used for reference as necessary.

- D. Members of the Selection Committee shall impartially consider both the quality and quantity of the candidates' contributions, based on rules and criteria designated by the committee itself.
- E. Two-thirds of the members of the Selection Committee are required to be present to obtain a legal quorum. If a committee member is under review for candidacy, the committee member in question shall be recused from the selection process.

第六條 其他未盡事項，皆依「國立東華大學教學優良教師遴選與獎勵辦法」辦理。

Article VI For issues not addressed in these Regulations, refer to the National Dong Hwa University Regulations for the Outstanding Faculty Awards.

第七條 本辦法由本院系所主管會議通過，陳請校長核定並送教務處備查後實施。

Article VII These Regulations shall be implemented following the approval of the College Department Chair Meeting, authorization of the president, and submission to the Office of Academic Affairs for entering into record.