

# 臺北醫學大學營養學院

## 教學優良教師評審小組設置辦法及評審辦法

### Taipei Medical University College of Nutrition Teaching Excellence Teacher Review Group Regulations and Review Regulations

106年3月15日院務會議新訂通過

106年5月16日教務會議新訂核備通過

108年1月24日院務會議修正通過

108年3月13日教務會議核備通過

109年2月24日院務會議修正通過

109年3月11日教務會議核備通過

Formulated and approved on March 15, 2017 by the College Affairs Faculty Meeting  
Formulated, reviewed and approved on May 16, 2017 by the Academic Affairs Faculty Meeting  
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Reviewed and approved on March 13, 2019 by the Academic Affairs Faculty Meeting  
Revised and approved on February 24, 2020 by the College Affairs Faculty Meeting  
Reviewed and approved on March 11, 2020 by the Academic Affairs Faculty Meeting

第一條 本學院為鼓勵具教學熱忱之優良教師，肯定其在教學上的努力與貢獻，依據本校「教學獎獎勵指標及作業細則」第五條第四款及第五款之規定，訂定「臺北醫學大學營養學院教學優良教師評審小組(以下簡稱本評審小組)設置辦法及評審辦法」(以下簡稱本辦法)。

Article I To encourage excellent instructors with teaching enthusiasm and recognize their efforts and contributions in teaching, the Taipei Medical University College of Nutrition Teaching Excellence Instructor Review Group (hereinafter referred to as the Review Group) Regulations and Review Regulations (hereinafter referred to as the Regulations) are formulated in accordance with Article V, Subparagraphs 4 & 5 of the University's Teaching Award Standards and Regulations.

第二條 凡於本校任教滿一年以上之專任教師，並有講授課程者，得為「教學優良教師獎」遴選之候選人。候選人以當年度一月三十一日止為計算基準日，候選人資格依下列規定辦理：

Article II Any full-time instructors who have taught courses at the University for one year or more may be nominated for the Teaching Excellence Instructor Award. The end-point for calculating duration of teaching is January 31 of the year in question; eligibility shall be in accordance with the following regulations:

一、新進教師：於本校任教未滿三年之專任教師。

1. New instructors: Full-time instructors who have taught at the University for less than three years.

二、系所學位學程、院、校級：於本校任教滿三年以上之專任教師。

2. Department degree program, college and University levels: Full-time instructors who have taught at the University for three or more years.

第三條 評審小組組成及評分標準：

Article III Review Group members and scoring criteria:

一、院長為召集人，由各系所學位學程教師(非優良教師候選人)各選出 1 名(含)以上及學生代表若干名組成之。開會時須二分之一(含)以上委員出席始可開議，並須出席委員三分之二(含)以上同意始可決定系所級、院級教學優良教師，並向「校教學優良教師評審小組」推薦參加全校教學優良教師評審。

1. The Dean of the College shall be the convener. The Review Group shall comprise one or more degree program instructors (excluding Excellent Instructor nominees) selected from each department/school and several student representatives. One-half or more of the committee members must be present for a meeting to proceed. Two-thirds or more of the committee members present must agree on the selection of the department, school or college level Teaching Excellence instructors. Selected nominees shall also be recommended to the University Teaching Excellence Instructor Review Group for participation in the University's review of teaching excellence instructors.

二、「教學優良教師」每學年之評審以學院為單位，辦理教學優良教師遴選會議，遴選系所學位學程級與院級教學優良教師，並推薦校級教學優良教師候選人。各級教學優良教師獎名額：

2. Each academic year's Teaching Excellence Instructors review shall be per college. Meetings are convened to select teaching excellence instructors from both the department/school degree program level and the college level. Selected nominees shall also be recommended as candidates to be University level teaching excellence instructors. The quotas for instructor excellence awards at each level of teaching are:

(一) 系所學位學程級教學優良教師：名額以該學年度各學院專任教師總人數除以十五位得之(採無條件進位)。

(1) Teaching excellence instructors at the department/school degree program level: The quota is the college's total number of full-time instructors for the academic year, divided by fifteen (rounded up to the nearest whole number).

(二) 院級教學優良教師：由系所學位學程級教學優良教師獲獎人選出，其名額不得超過系所學位學程教學優良教師總數一半以上。獲選人將由本院向「校教學優良教師評審小組」推薦參加全校教學優良教師評審，推薦人數為院級教學優良教師名額總數之 60%，未滿一人以一人計。

(2) Teaching excellence instructors at the college level: Selected from among the department/school degree program-level teaching excellence instructors. The quota shall not exceed half of the total selected department/school degree program-level teaching excellence instructors. Selected nominees shall be recommended to the University Teaching Excellence Instructor Review Group for participation in the University's review of teaching excellence instructors. The quota for nominees shall be 60% of the quota for college-level teaching excellence instructors, with numbers less than one counted as one.

三、評分標準：候選人進行公開演講，由評審小組依評審表項目評分（附表一），其中教學參與佔 80 分、其他表現佔 20 分，依得分高低獲選為院級教學優良教師。

3. Scoring criteria: Nominees shall give public lectures and be scored by the Review Group in accordance with the assessment form review rubric (Table 1). Within the rubric, teaching participation shall account for 80 points, with other performance accounting for 20 points. Nominees shall be selected as college-level teaching excellence instructors as determined by their scores.

四、「新進教師教學優良獎」由各系所學位學程推薦任職滿一年以上未達三年之新進教師至本評審小組，經出席委員三分之二(含)以上同意，由本院向「校教學優良教師評審小組」推薦參加全校新進教師教學優良獎遴選。

4. With the New Instructor Teaching Excellence Award, nominees shall be recommended to the Review Group by each department/school's degree programs from within those instructors who have taught for at least one, but less than three, years. Upon approval by two-thirds or more members of the committee members present, the nominees shall be recommended to the University Teaching Excellence Instructor Review Group for participation in the University's review of new teaching excellence instructors.

第四條 本評審小組每年開會一次，並得視情況需要加開臨時會議。

Article IV The Review Group shall convene once a year. Extraordinary meetings shall be convened as needed.

第五條 本辦法如有未盡事宜，悉依本校「教學獎獎勵指標及作業細則」之規定辦理。

Article V Any matters not outlined in these Regulations shall be handled in accordance with the University's Teaching Award Standards and Regulations.

第六條 本辦法經院務會議審核通過並送教務會議核備後實施；修正時亦同。

Article VI. These Regulations are announced and take effect upon approval by the College Affairs Faculty Meeting and Academic Affairs Faculty Meeting; the same shall apply to any amendments.

附表一

Table 1

## 臺北醫學大學營養學院教學優良教師評審表

## Taipei Medical University College of Nutrition Teaching Excellence Instructor Assessment Form

推薦單位： Recommending Unit:		教師姓名： Instructor Name:	
類別 Category	內容 Content	評分 Score	備註 Note
A 教學 參與 (80分) A Teaching Participation (80 points)	<b>1.深耕計畫-</b> 配合校院系所推動之教學計畫(例如跨領域課程、微學程、學院特色課程等) (10分) 1. Development planning— Consistent with the teaching programs promoted by the University, college, and department/school (e.g., cross-disciplinary courses, micro-learning courses, courses special to the college) (10 points)		
	<b>2.教學規劃-</b> 各科均擬定教學計畫，詳盡完整(10分) 2. Teaching plans— Detailed and comprehensive teaching plans for each course (10 points)		
	<b>3.教學方法-</b> 教材教學能充分顯示教學效果(10分) 3. Teaching methods— Teaching materials and pedagogical methods fully demonstrate teaching effectiveness (10 points)		
	<b>4.教材革新-</b> 革新教學內容，設計創新課程教材(10分) 4. Teaching material innovation— Innovative teaching content; innovative curriculum material design (10 points)		
	<b>5.多元評量-</b> 改善評量方式，提升學生學習(10分) 5. Diverse assessment— Improving assessment methods to enhance student learning (10 points)		
	<b>6.課後輔導-</b> 實施學習預警與課後輔導情況(10分) 6. After-class guidance— Implementation of academics alerts and after-class guidance (10 points)		

	<b>7.其他事蹟-</b> 教學評量成績及指導學生競賽獲獎情況(例如專題研究、科技部大專生計畫或國際競賽等)(20分) 7. Other actions— Teaching evaluation results; awards won by student advisees (e.g., independent research, Ministry of Science and Technology college student awards, and international competitions) (20 points)		
	A 小計 A subtotal		分 points
<b>B</b> 其他表現 (20分) <b>B</b> Other Performance (20 points)	<b>1. 教學計畫-</b> 參與教學計畫情形(例如擔任主持人、參與執行計畫等)(5分) 1. Curriculum planning— Participation in curriculum planning (e.g. served as moderator; participation in plan implementation) (5 points)		
	<b>2.教學服務-</b> 參與校內(外)教學相關服務(例如社群召集人、委員會委員、傳習教師、教學分享講者或撰稿者等)(5分) 2. Teaching service— Participation in University (or outside) teaching services (e.g., community convener; committee member; mentor; speaking or writing to share pedagogy) (5 points)		
	<b>3.研習活動-</b> 參加校內(外)研習及繼續教育活動(10分) 3. Seminars— Participation in University (or outside) seminars and continuing education activities (10 points)		
	B 小計 B subtotal		分 points
教學資料及其他表現(A+B)= 分 Teaching materials and other performance (A+B) = points			

**【以上內容均須檢附佐證資料】**

**[Supporting documents must be attached for all items above]**