明志科技大學
Ming Chi University of Technology

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教學績效評核細則
Regulations for Teaching Performance Assessment

制定部門：教學資源中心

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明志科技大學
教學績效評核細則
Ming Chi University of Technology
Rules for Teaching Performance Assessment

95.10.30 校務會議通過
115.05.27 校務會議通過
Passed by the Academic Council Meeting on 2006.10.30
Passed by the Academic Council Meeting on 2026.05.27

第一條 目的

依據本校「教學績效暨適任性評核辦法」，特訂定「教學績效評核細則」(以下簡稱本細則)，以維護及提升教師教學品質，獎勵教學優良教師。

Article 1 Objective/Purpose

The "Rules for Teaching Performance Assessment" (hereinafter called these "Rules ") is established according to MCUT's "Regulations for Teaching Performance and Competence Assessment" to maintain the teaching quality of academic staff and reward academic staff of teaching excellence.

第二條 獎勵經費

本細則所需之獎勵經費由教育部獎補助整體發展經費之經常門款項支應。

Article 2 Fund Sources

The incentive budget under these Rules shall be disbursed from the current expenditure of the MOE Funding for MOE Funding for Overall Development of Private Colleges of Technology.

第三條 適用對象及評核項目

本細則適用於本校專任與專案教師。

教學績效評核之項目與點數上限為下列各款；

一、教學基本項目 56 點；

（一）網路教學評量 20 點。

（二）系所主管評量 30 點。

（三）參與全校性教學提升活動 6 點。

二、改善教學項目：依教師實際參與情況評點。

三、教務基本項目 25 點。

前項各款目之點數均以四捨五入核算至小數點第一位。

評核事實需在評核週期中，經相關程序簽核後送教學資源中心彙整，經校教評會議審議後通過。但評核作業截止後所產生之事蹟，得併計於下學年度之績效評核。

Article 3 Applicability and Assessment Items

These Rules shall apply to full-time academic staff, project academic staff of MCUT.

The assessment items and maximum points for teaching performance are as follows:

1. Basic teaching items: 56 points;
   （1）Virtual teaching evaluation: 20 points.
   （2）Department/institute supervisor evaluation: 30 points.
   （3）Engagement in school-wide teaching improvement activities: 6 points.
2. Teaching improvement items: Evaluation of points based on the actual participation of teachers.
3. Basic teaching affairs items: 25 points.

All points in the preceding subparagraphs shall be rounded to the first decimal place.

Evaluation facts during the evaluation cycle shall be approved according to the relevant procedures before submitting to the Teaching and Learning Resource Center for consolidation. Evaluation facts shall be passed after the evaluation of the university FEC. Achievements made after the evaluation may be combined to the performance assessment in the next academic year.

第四條 評核作業

一、教學基本項目

（一）網路教學評量：以上、下學期教師之平均教學評量分數（以開課數平均之）為計算基礎，乘以 2/8 即為其教學評量點數，最高為 20 點。（教學評量之認定標準另訂之）。

（二）主管評量：由各直屬系所、通識教育中心主管評定之，每位教師基本點數為 20 點，主管依該教師之教學整體表現核予點數，但每位教師 10 點為限且各單位之教師平均點數不得超過 25 點。各教學單位主管

（系所主任、院長、通識教育中心中心主任）均核給 25 點。

（三）參與全校性教學提升活動：以教師全學年參與相關活動為計算基礎，最高以 6 點計，最低為零點。

二、改善教學項目（敘獎點數）

依據明志科技大學教學績效評點表核予點數。

三、教務基本項目

針對該學年度教師應授課鐘點，教材上網基本門檻，各項教學項目進行考核，出現異常者得扣減教師教學績效點數。

Article 4 Implementation of Assessment

1. **Basic teaching items**
   - **(1) Virtual teaching evaluation:** The average teaching evaluation score (average of the offered courses) of both semesters shall be the basis of calculation. The product of multiplying the average score by 2/8 shall be the points of teaching assessment, with a maximum of 20 points. (The criteria for determination of teaching assessment shall be established separately.)
   - **(2) Supervisor assessment:** Academic staff shall be assessed by the immediate chair or director of the department, institute, or General Education Center. The basic point for each academic staff member shall be 20 points. Supervisors shall rate the overall teaching performance of academic staff with points. Not more than 10 points shall be given to an academic staff member. The point average of academic staff of each unit shall not exceed 25 points. The supervisor of all academic units (department/institute chair, college dean, director of the General Education Center) shall be given 25 points.
   - **(3) Engagement in school-wide teaching improvement activities:** The engagement in the relevant activities each year of academic staff shall be the basis of calculation. The maximum points are 6, while the minimum is 0.
2. **Teaching improvement items (award evaluation points)**
   Granting points based on MCUT Teaching Performance Point Assessment Sheet.

3. **Basic teaching affairs items**
   Evaluation shall be implemented based on the basic teaching hours, basic threshold of teaching materials uploaded, and each teaching item of academic staff. Teaching performance points shall be deducted for nonconformities.

第五條 獎勵金核算

一、獎勵金之核算原則，僅採計改善教學項目之原始總點數，以每位獲獎助教師之點數加總，除該年度教學獎勵金總金額，即為每點之金額，再乘以每位教師改善教學項目之總點數，即為該教師之教學獎勵金。

二、受獎助對象以本校現職人員為限，凡已填報敘獎事蹟但於獎勵金核發前離職者，均不發給獎勵金。

三、獎勵金之評核，由校教評委員組成之敘獎審核專責小組進行初審，最後提報校教評會進行複審。

Article 5 Calculation of Incentives

1. In incentive calculation, only the total number of raw points given for teaching improvements will be considered. The amount of incentive for each point (unit point incentive) will be dividing the sum of points given to academic staff by the total amount of incentives in the academic year. The teaching incentive of an academic staff member shall be the total number of points for teaching improvement multiplying the unit point incentive.
2. Only active academic staff shall be incentivized. Hence, no incentive will be given to those who resign from MCUT after reporting the events for incentivization but before the distribution of incentives.
3. An incentive evaluation team formed with members of the university FEC will perform the preliminary evaluation of incentives before reporting the results of the university FEC for a second evaluation.

第六條 實施與修訂

本細則之修訂經校務會議通過，陳校長核定後實施，修訂時亦同。

Article 6 Implementation and Amendment

These Regulations shall be promulgated and implemented after the passage of the Academic Council Meeting and the approval of the president. The same shall apply to the amendments hereto.

明志科技大學教學績效評點表

學年度：

教師姓名		單位	學院(中心、室)	系所(組)	職稱	

項目	內容	點數	說明	核給點數	
B1	學生教學評量	20	教務處與圖資處提供資料		
B2	系所主管、通識教育中心中心主任評量	30	教師整體教學評價（如教學品質系統投入程度、規劃系所課程、參與/辦理系所各項教學提升活動等）；教學單位主管依第四條之規定核給 25 點。		
				簽核	
B3	參與全校性教學提升活動	6	教務處、人事室提供資料		

B4	改善教學項目	--	佐證方式	建議點數	教師自核	複核點數
B4-1	自編或自製教材出版專書		1.出版書籍佐證資料乙份(不得與研究績效重複申請)，由教學資源中心初核。多名作者時，由作者提供分配點數資料。 2.需以本校名義發表，並經圖書出版公司公開發行，且有 ISBN 書號。	專書總點數為 24 點、專章一篇總點數為 6 點、教學著作彙編(含序言)之主編總點數為 8 點		
B4-2	自編或自製實務教材或教具		1.教材或教具需為依據本校教師編製實務教材與數位教材補助實施辦法申請製作之作品。 2.教學資源中心邀請校外專家學者辦理實務教材或教具評比，得獎者須提供得獎作品說明影片。	評選獲 85-100 分者 20 點；70-84 分者 15 點；60-69 分者 10 點		
B4-3	1.自編或自製數位教材提升教學品質		1.教材需為依據本校教師編製實務教材與數位教材補助實施辦法申請製作之作品。 2.教學資源中心邀請校外專家學者辦理數位教材評比，得獎者須提供得獎作品說明影片。	評選獲 85-100 分者 20 點；70-84 分者 15 點；60-69 分者 10 點		
	2.數位課程通過教育部數位課程認證		教學資源中心提供資料。	60 點/件		
B4-4	1.輔導學生參加競賽獲獎		教學資源中心、各系提供資料。	依教師輔導學生參加競賽敘點表敘點		
	2.輔導學生參加競賽未獲獎		教學資源中心、各系提供資料。	依教師輔導學生參加競賽敘點表敘點，此項目上限 10 點		
B4-5	執行重點教學專案工作		教學資源中心提供資料。	依重點教學專案工作敘點表敘點		
B4-6	輔導學生參加專業或語文證照考試表現優異		佐證資料影本乙份，由相關單位提供資料。	由證照權責單位依輔導情形敘點		
B4-7	學生實務實習表現優異，具優良事績者		實習成果競賽獲獎之指導教師，由研發處提供名單。	4 點		
B4-8	開設全英語課程		教學資源中心提供資料。	學時型課程每時數 1 點、學期型首次開課 30 點/班、其餘 20 點/班，此項目上限 40 點，不核發獎勵金		
B4-9	開設遠距教學課程		教學資源中心提供資料。	首次開課 8 點/班，非首次開課為 4 點/班，不核發獎勵金		
B4-10	教師參加國際性、全國性教學類競賽獲獎		教學資源中心提供資料。	等級 / 全國 / 國際 第一名 10 點 20 點 第二名 8 點 16 點 第三名 6 點 12 點 佳作 4 點 8 點		
改善教學點數小計						

B5	教務基本項目	佐證方式	扣點	教學資源中心填報
基本點數	(1)授滿應授課鐘點(15 點)。(2)教材上網率達公告標準(5	(1)由教務處與進修推廣處提供資料。(2)由教資中心	(1) 1 點/鐘點。(2)1 點/課程。(3)依狀況扣點。	

25 點核實扣點	點)。(3)未有修改/遲繳成績、填報校務基本資料庫作業誤植資料致列缺失、其他教學、填報等異常事項(5 點)。	與圖資處提供資料。(3)由人事室、教務處、進修推廣處提供資料。		
教學績效評點合計				

教師簽名		院級主管簽名		教學資源中心確認	

MCUT Teaching Performance Point Assessment Sheet (General Academic Staff)

Academic Year:

Name of Teacher		Unit	College (Center, Office)	Department/Institute (Section)	Job Title	

Item	Content	Number of Point	Description	Points Granted	
B1	Teaching Evaluation by Student	20	Data provision by the Office of Academic Affairs and Office of Library and Information Services.		
B2	Evaluation by department/institute chair, director of the General Education Center, and director of military training and education	30	Academic staff's overall teaching evaluation (e.g. involvement in the teaching quality system, department/institute course planning, engagement in or organization of various department/institute teaching improvement activities). Academic unit supervisors shall be given 25 points as stated in Article 4.	Approved by:	
B3	Engagement in school-wide teaching improvement activities	6	Data provision by the Office of Academic Affairs and Personnel Office.		

B4	Teaching improvement items	--	Supporting Details	Recommended Number of Points	Teacher Self-Evaluation	Point Review
B4-1	Self-made teaching materials or teaching aids for monograph publication	1.One copy of the published monograph (no repeat use for research performance application). The Teaching and Learning Resource Center shall perform the preliminary evaluation. When it is a group work, authors shall provide the point allocation plan. 2. To be published under the name of our school, and publicly distributed through a publishing company with an ISBN number.		The total points for the monograph are 24 points, with a total of 6 points for one specialized chapter, and the chief editor of the compilation of teaching works (including the preface) has a total of 8 points.		
B4-2	Self-made physical teaching materials or teaching aids for teaching quality improvement	1. The teaching materials or teaching aids should be based on the practical materials and digital materials compiled by our school's teachers. Apply for the production of works to supplement the implementation of practical teaching materials and digital materials. 2. The Teaching Resource Center invites external experts and scholars to conduct evaluations of practical teaching materials or teaching aids. Winners are required to provide an instructional video explaining the award-winning works.		Scores of 85-100: 20points Scores of 70-84: 15 points Scores of 60-69: 10 points.		

B4-3	1. Self-made teaching materials for digital teaching aids for teaching quality improvement	1. Teaching materials must be works created based on the application for the production of practical teaching materials and digital materials compiled by our school's teachers.. 2. The Teaching Resource Center invites external experts and scholars to conduct evaluations of digital teaching materials. Winners are required to provide an instructional video explaining the award-winning works.	Scores of 85-100: 20points Scores of 70-84: 15 points Scores of 60-69: 10 points.		
	2. E-learning courses which pass the MOE e-learning course certification	Data provision by the Teaching and Learning Resource Center.	60 points/courseware		
B4-4	1. Guiding students to participate in competitions and win awards	Data provision by the Teaching and Learning Resource Center and respective departments.	Points shall be approved according to the Point Assessment Sheet for Academic Staff’s Guidance for Student Participation in Competitions		
	2. Guiding students to participate in competitions without winning awards	Data provision by the Teaching and Learning Resource Center and respective departments.	Points shall be approved according to the Point Assessment Sheet for Academic Staff’s Guidance for Student Participation in Competitions. The maximum points for this item are 10 points.		
B4-5	Implementation of focus teaching projects	Data provision by the Teaching and Learning Resource Cente.	Assigning points according to the 'Teaching Focus Project Work Performance Evaluation Table.		
B4-6	Guided students to achieve outstanding performance in professional or language certification exams	Supporting details include one photocopy of the certificate and data provided by the relevant units.	Scoring is based on the guidance provided, as assessed by the certification authority.		
B4-7	Internship students with excellent performance and events	Supervisors (advisors) of internship outcome competitions. The Office of Research and Development shall provide the relevant data.	4 points		
B4-8	English as a Medium of Instruction (EMI)	Data provision by the Teaching and Learning Resource Cente.	Each hour of hourly all-English teaching courses earns 1 point. For full-semester all-English teaching courses, 30 points are awarded for the first class offering and 20 points for each subsequent class. The maximum points for this item are capped at 40 points, and no incentive bonus will be issued.		
B4-9	Distance Learning Courses	Data provision by the Teaching and Learning	8 points/course for the first time, and 4 point/course from		

<table>
<tr><td></td><td></td><td>Resource Cente.</td><td>the second time onwards, and no reward money will be issued.</td><td></td><td></td></tr>
<tr><td>B4-10</td><td>Teachers receiving awards in international and national teaching competitions.</td><td>Data provision by the Teaching and Learning Resource Cente.</td><td><table><tr><td>Competition Type</td><td>National competition</td><td>International competition</td></tr><tr><td>First Place</td><td>10 points</td><td>20 points</td></tr><tr><td>Second Place</td><td>8 points</td><td>16 points</td></tr><tr><td>Third Place</td><td>6 points</td><td>12 points</td></tr><tr><td>Excellent or Honorable Mention</td><td>4 points</td><td>8 points</td></tr></table></td><td></td><td></td></tr>
<tr><td colspan="4">Subtotal of points for teaching improvement</td><td></td><td></td></tr>
<tr><td>B5</td><td>Basic Teaching Affairs Items</td><td>Supporting Details</td><td>Point Deduction</td><td colspan="2">Data provision by the Teaching and Learning Resource Center</td></tr>
<tr><td>Deduction by actual recognition of 25 basic points</td><td>(1) Fulfilment of the basic teaching hours (15 points) (2) Fulfilment of basic threshold of teaching materials uploaded (5 points) (3) No correction/late submission of score, no data typography leading to errors or other teaching and reporting nonconformities (5 points).</td><td>(1) Data provision by the Office of Academic Affairs and Office of Continuing and Extension Education (2) Data provision by the Office of Academic Affairs and Office of Library and Information Services (3) Data provision by the Personnel Office, Office of Academic Affairs, and Office of Continuing and Extension Education</td><td>(1) 1 point/hour. (2) 1 point/course. (3) Deduction by situation.</td><td colspan="2"></td></tr>
<tr><td colspan="4">Total of Points for Teaching Performance Assessment</td><td colspan="2"></td></tr>
<tr><td>Signature of Academic Staff Member</td><td></td><td>Signature of College-Level Director</td><td></td><td>Verification by the Teaching and Learning Resource Center.</td><td></td></tr>
</table>

教師輔導學生參加競賽敘點表

競賽等級	特等	優等	良等(教育部)	甲等	乙等
第一名	60 點	30 點	24 點	16 點	4 點
第二名	50 點	26 點	22 點	14 點	4 點
第三名	40 點	24 點	20 點	12 點	3 點
優勝或佳作	30 點	20 點	16 點	10 點	3 點
未獲獎	7	6	5	4	2

備註、競賽等級說明如次：

1.特等競賽為符合「教育部鼓勵學生參加藝術與設計類國際競賽一覽表」、技職之光、全國技專校院學生實務專題製作競賽、及各教學單位得選定 3 項國際級及教育部(或同等級單位)辦理之競賽為重點推動競賽。

2.優等、良等、甲等競賽等級分別為為國際級之競賽〔三個(含)以上國家參賽〕、教育部(或同等級單位)辦理之競賽、三個(含)以上不同學校參與之競賽。

3.乙等競賽等級為未符合上述四類等級標準之競賽。

4.未獲獎不核發獎勵金。

Point Assessment Sheet for Academic Staff's Guidance for Student Participation in Competitions

Competition Type	L1	L2	L3 (MOE)	Grade A	Grade B
First Place	60 points	30 points	24 points	16 points	4 points
Second Place	50 points	26 points	22 points	14 points	4 points
Third Place	40 points	24 points	20 points	12 points	3 points
Excellent or Honorable Mention	30 points	20 points	16 points	10 points	3 points
Not Awarded	7	6	5	4	2

Remarks and competition grades are described as follows:

1. L1 competitions are competitions recognized as "Level 1 exhibitions" as listed in the "MOE Recommended List of Art and Design International Competitions for Students" and the "Outstanding TVE Award from MOE" and the "National Technical and Vocational College Student Practical Project Production Competition", each teaching unit is allowed to designate three international-level competitions and competitions organized by the MOE (or units at the same level).
2. Levels 2 and 3 and grade A competitions refer to international competitions, competitions organized by MOE (or units at the same level), and competitions organized by 3 or more units respectively.
3. Grade B competitions are competitions not covered by the above categories.
4. No award will be granted without receiving a prize; no prize money will be issued.

重點教學專案工作敘點表

項目	點數
個人型教育部計畫(包含：教學實踐研究計畫、產業學院計畫等)	60 點； 提出申請但未獲得計畫 10 點、不核發獎勵金。
創新教學計畫	● 教學實踐研究先導計畫評選獲 85-100 分者 20 點；70-84 分者 16 點；60-69 分者 12 點； ● 生成式 AI 導入教學、場域問題導向教學、軟體運用或程式實作融入 STEM 基礎課程、翻轉教學、數位科技運用、探究式教學等類型計畫獲 85-100 分者 16 點；70-84 分者 13 點；60-69 分者 10 點； ● 合作式學習教學、混成式虛實整合教學及其餘一般型計畫獲 85-100 分者 12 點；70-84 分者 10 點；60-69 分者 8 點。
產學合作專班	產學合作班學生數達 10 人 3 點，每增加一人 0.3 點，最高 12 點；大一班級需以產學合作專班報告書進行敘點，大二(含)以上班級僅敘點、不核發獎勵金。
教師產業研習課程計畫	協助配合教育部教師產業研習課程計畫授課，每周核給 15 點。僅敘點、不核發獎勵金。
iPAS 輔導培訓課程	開設 iPAS 證照輔導培訓課程，單獨開班者每位學生核給 1 點，上限 30 點；結合既有課程者兩位學生 1 點，上限 20 點。僅敘點、不核發獎勵金。
教學成長社群	獲 85-100 分者召集人 6 點、成員 3 點；70-84 分召集人 4 點、成員 2 點；60-69 分召集人 2 點、成員 1 點。此項目上限 10 點。
推動全校英語教學改善活動	4 點
擔任專業英文種子教師	2 點
推動全校國文教學精進計畫	4 點
團隊型教育部計畫(包含：USR 大學社會責任實踐計畫、新工程教育方法實驗與建構計畫等)	以每萬元 0.4 點計算點數； 提出申請但未獲得計畫 20 點、不核發獎勵金。
USR 基地型計畫、孵育型計畫	評選獲 85-100 分者 20 點；70-84 分者 16 點；60-69 分者 12 點。
執行跨領域產業實務專題計畫	● 一般型計畫評選獲 85-100 分者 40 點；70-84 分者 30 點；60-69 分者 20 點； ● 跨人工智慧型計畫評選獲 85-100 分者 16 點；70-84 分者 13 點；60-69 分者 10 點。

項目	點數
執行大一專題師徒制計畫	獲 85-100 分者 8 點；70-84 分者 6 點；60-69 分者 4 點。
擔任校內課程、計畫評審委員	每門課程或每項計畫 1 點，不核發獎勵金

Teaching Focus Project Work Performance Evaluation Table

Item	Points
Individual Education Ministry Project (including: Teaching Practice Research Program, Industry College Project, etc.)	60 points Applications submitted but not approved for funding will receive 10 points; however, no incentive bonus will be issued.
Innovative Teaching Project	● Pilot Project for Teaching Practice Research Program: Scores of 85-100: 20 points Scores of 70-84: 16 points Scores of 60-69: 12 points. ● Projects involving the integration of Generative AI into teaching, field-based problem-oriented instruction, integration of software applications or programming practice into STEM foundation courses, flipped classroom approaches, digital technology applications, inquiry-based teaching, and similar instructional methods: Scores of 85-100: 16 points Scores of 70-84: 13 points Scores of 60-69: 10 points. ● Cooperative Learning Instruction, Hybrid Virtual and Real Integration Teaching, and Other General Project Types: Scores of 85-100: 12 points Scores of 70-84: 10 points
Industry-Academia Collaboration Program	If the number of students in the industry-academia collaboration class reaches 10, 3 points will be awarded, with an additional 0.3 points for each additional student, up to a maximum of 12 points. Freshman classes need to be evaluated based on the industry-academia collaboration program report, while classes from the sophomore year onwards will only be evaluated without the issuance of reward funds.
Faculty Industry Training Program	Assisting in delivering courses under the Ministry of Education's Faculty Industry Training Program shall be awarded 15 points per week. Points only will be granted; no incentive bonus will be issued.

Item	Points
iPAS Guidance and Training Program	Offering iPAS certification guidance and training courses: for independently established classes, 1 point shall be awarded for each student, with a maximum of 30 points; for courses integrated with existing courses, 1 point shall be awarded for every two students, with a maximum of 20 points. Points only shall be granted, and no incentive payment shall be issued.
Teacher Growth Community	● Scores of 85-100: Convener receives 6 points, Members receive 3 points. ● Scores of 70-84: Convener receives 4 points, Members receive 2 points. ● Scores of 60-69: Convener receives 2 points, Members receive 1 points. The maximum score for this item is 10 points.
Promoting Initiatives to Improve School-wide English Teaching	4 points
Serving as a Professional English Seed Teacher	2 points
Promoting School-wide Chinese Language Teaching Enhancement Program	4 points
Team-based Ministry of Education Project("Including: University Social Responsibility (USR) Practical Project, New Engineering Education Methods Experiment and Construction Project, etc.)	Points are calculated at a rate of 0.4 points per ten thousand dollars Applications submitted but not approved for funding will be awarded 20 points; however, no incentive bonus will be issued.
USR Base Project, USR Hub Incubation Project.	Scores of 85-100: 20 points Scores of 70-84: 16 points Scores of 60-69: 12 points.
Implementation of Interdisciplinary Industry Practical Project	● General Project Scores of 85-100: 40 points Scores of 70-84: 30 points Scores of 60-69: 20 points ● Interdisciplinary Artificial Intelligence Project Scores of 85-100: 16 points Scores of 70-84: 13 points Scores of 60-69: 10 points

Item	Points
Implementation of Freshman Mentorship Project	Scores of 85-100: 8 points Scores of 70-84: 6 points Scores of 60-69: 4 points
Serving as an Internal Course and Project Review Committee Member	1 point per course or project, without the issuance of incentive funds.