

國立中山大學西灣學院支援全英語卓越教學中心 兼任教師考核要點

Guidelines on the Assessment of Adjunct Faculty in the Center for EMI Teaching Excellence of the Si Wan College

110.08.30 西灣學院 110 學年度第 1 次全英語諮詢委員會議通過

110.09.23 西灣學院 110 學年度第 2 次教師評審委員會議通過

111.01.18 校長核定通過

114.05.01 西灣學院全英語卓越教學中心 113 學年度第 9 次中心會議修訂通過

114.05.29 西灣學院 113 學年度第 10 次教師評審委員會議通過

114.07.16 校長核定通過

Approved by the President on July 16, 2025

- 一、為擴展全英語卓越教學中心(以下簡稱本中心)全英語通識課程之多元性，配合雙語校園政策實施，特依本校「兼任教師聘約」及「兼任教師聘任資格審查要點」制訂本要點。
- I. These guidelines are formulated in accordance with the University's *Adjunct Faculty Contract Agreement* and *Guidelines on the Appointment of Adjunct Faculty* to enhance the the diversity of **General English, EAP and ESP courses** offered by the Center for EMI Teaching Excellence (hereinafter referred to as the "Center"), and to align with the implemenatation of bilingual campus policy.
- 二、支援本中心授課兼任教師應遵守本校兼任教師之相關規定（如本校「教師授課鐘點核計準則」、「教師教學守則補充規定」及「兼任教師聘約」等），並配合本中心開設全英語通識課程，支援辦理全英語活動，以及協助推動雙語校園等相關事務。
- II. Adjunct faculty supporting the Center shall comply with the University's relevant regulations for adjunct faculty (including *Guidelines on the Calculation of Hourly Pay for Faculty Members*, *Regulations for Supplementing Faculty Code of Teaching*, *Adjunct Faculty Contract Agreement*, etc.), and cooprate with the Center to offer **General English, EAP and ESP courses**, organize English enhancement activities, and assist with related matters regarding bilingual campus promotion.
- 三、支援本中心授課兼任教師有下列任一情事者，得由本中心提送相關證明，建議西灣學院教師評審委員會不予續聘：
- III. The Center may submit relevant materials of the adjunct faculty with any of the following conditions to the College Faculty Evaluation Committee (CFEC), and recommend not renewing their appointment.
 - (一) 於執行業務時顯有重大瑕疵者(即教育部「專科以上學校兼任教師聘任辦法」第 5 條任一情事)。
 - (1) They exhibit significant flaws when performing their duties (namely, any of conditions sipulated in Article 5 of the Ministry of Education (MOE)'s

Regulations for Employment of Adjunct Faculty at Junior Colleges and Institutions of Higher Education)

- (二) 考評最近一學期有任一課程教學意見調查平均滿意度未達 5.6 分(含)以上者。
- (2) The average satisfactory score in the teaching survey of any courses offered is below 5.6 in the previous semester.
- (三) 教學績效不夠良好，未能於以下條件中符合其中一項者：
- (3) Their teaching performance is not good enough, and fail to fulfill both of the following:
1. 本中心舉辦之觀課考核結果，在 4 級評比(卓越(Highly Effective)、優良(Effective)、滿意(Satisfactory)、待改進(Improvement needed))中至少為「滿意(Satisfactory)」(含)以上者。
 - i. They shall obtain a “Satisfactory” grade in the four-level system (Highly Effective, Effective, Satisfactory, and Improvement Needed) from the class observation conducted by the Center..
 2. 配合教育部計畫，進行培力英檢推動，所授課程至少一門達報名率 70%以上(報名人數含已達 B2 之學生)，且出席率達報名成功人數之 60%以上。
 - ii. In line with the MOE’s program, they shall promote the BEST Test of English Proficiency (BESTEP). There shall be at least 70% of students (including those with CEFR B2 level or above) in one of their courses register for BESTEP, with the at least 60% of them actually taking the test.

四、本要點未盡事宜，悉依教育部相關法令及本校相關規定辦理。

IV. Matters not covered herein shall be handled with MOE’s relevant laws and the University’s relevant regulations.

五、本要點經本中心會議及西灣學院教師評審委員會通過，陳請校長核可後施行，修正時亦同。

V. These guidelines are approved by the Center and the CFEC, and submitted to the president for approval before implementation. Amendments to these guidelines shall follow the same procedure.