

國立臺北教育大學教學優良獎設置辦法

National Taipei University of Education

Teaching Excellence Award Implementation Guidelines

92.12.03 第 142 次行政會議通過
94.10.05 第 3 次行政會議修正通過
97.11.26 第 40 次行政會議修正通過
100.09.28 第 74 次行政會議修正通過
102.06.26 第 95 次行政會議修正通過
104.06.24 第 118 次行政會議修正通過
105.03.30 第 127 次行政會議修正通過
105.04.21 第 104 學年度第 2 學期校務基金管理委員會會議審議通過
105.06.29 第 130 次行政會議修正通過
106.01.03 第 105 學年度第一次校務基金管理委員會會議審議通過
106.06.28 第 142 次行政會議修正通過
106.10.30 第 106 學年度第一次校務基金管理委員會會議審議通過
108.12.25 第 170 次行政會議修正通過
109.1.10 108 學年度第 3 次校務基金管理委員會會議審議通過
Revised and approved by the 142th Administrative Meeting on December 3, 2003
Revised and approved by the 3th Administrative Meeting on October 5, 2005
Revised and approved by the 40th Administrative Meeting on November 26, 2008
Revised and approved by the 74th Administrative Meeting on September 28, 2011
Revised and approved by the 95th Administrative Meeting on June 26, 2013
Revised and approved by the 118th Administrative Meeting on June 24, 2015
Revised and approved by the 127th Administrative Meeting on March 30, 2016
Approved by 2015 Academic Year 2nd University Fund Management Committee Meeting on April 21, 2016
Revised and approved by the 130th Administrative Meeting on June 29, 2016
Approved by 2016 Academic Year 1st University Fund Management Committee Meeting on January 3, 2017
Revised and approved by the 142th Administrative Meeting on June 28, 2017
Approved by 2017 Academic Year 1st University Fund Management Committee Meeting on October 30, 2017
Revised and approved by the 170th Administrative Meeting on December 25, 2019
Approved by 2019 Academic Year 3rd University Fund Management Committee Meeting on January 10, 2020

第一條 國立臺北教育大學（以下簡稱本校）為鼓勵教學表現優良教師，特訂定本辦法，設置教學優良獎。

Article 1 To encourage teachers with outstanding performance, National Taipei University of Education (hereinafter referred to as the University) established the Teaching Excellence Award Implementation Guidelines.

第二條 凡在本校任教滿二年之教學用心、熱心指導學生學業、教學方法創新及熟練且教學成效良好之專任教師（含約聘教師），並於最近二年符合下述三項條件者，均得獲推選為教學優良獎候選人：

Article 2 Any full-time teacher (including contract teachers) who has been teaching in the University for two years, devoted in teaching, guiding students' academic work, adopting innovative teaching methods, achieving good teaching results, and has met the following three conditions in the past two years, may be elected as candidate for the Teaching Excellence Award:

- 一、 每學期在本校皆有授課，且授課時數（含核減及補足後時數）均符合本校教師授課時數計算要點所訂各級專任教師基本授課時數之規定。
Teach classes for every semester in the University, and the number of teaching hours (including the number of hours after reduction and supplementation) is in line with the basic teaching hours for full-time teachers at all levels regulated in the Teaching Hour Calculation Guidelines for Teachers.
- 二、 每學期任教科目教學大綱均能於第一階段選課起始日前上網。（初聘教師、經簽准加開或更換授課教師之課程大綱均能於簽准後次一階段選課起始日前上網。）
Upload the syllabus of courses taught in every semester to the online system

before the starting date of the first-stage course selection. (The syllabus of courses taught by newly-hired teachers or courses with changing teacher can be uploaded online before the start date of the next stage of course selection after approval.)

三、每學期所授每科課程之學期成績均能於指定期限前完成登錄。

The grade of each course taught in every semester can be registered before the specified deadline.

第三條 教學優良獎每年頒給名額以全校專任教師員額百分之四為原則。獲獎者每人頒予獎狀乙紙及獎金新台幣三萬元，由校長公開表揚。得連續獲獎，惟以三屆為限。

Article 3 The quota of the Teaching Excellence Awards is in principle up to 4% of the total full-time teachers in the University. The winner will be awarded with a certificate and cash of 30,000 NTD, which will be publicly praised by the President of the University. The winner can win the award consecutively for up to three years.

第四條 教學優良獎之評選單位，學系、所為所屬學院教師評審委員會，中心、學位學程為教務處教師評審委員會。

Article 4 The assessment for the teaching excellence awards is conducted by the Teacher Evaluation Committee of each affiliated College or Institute in terms of the College level and by the NTUE's Teaching Excellence Award Review Committee of affiliated centers and degree programs in terms of University level.

第五條 評選方式：

Article 5 Selection Method：

一、第一階段：由教務處註冊與課務組於第二學期期中，將本校近二年（四學期）針對日間部在校學生實施之教師教學意見調查分為大學部及研究所二類計算教師之平均分數，以學院、教務處(以下簡稱院、處)為單位，分別提送兩類課程排名前五分之一之專任教師名單，送交各院、處。

I. First stage: In the second semester, the Academic Affairs Office Division of Registration and Curriculum will gather the results of the Student Learning Outcome – Oriented Questionnaire in recent two years (four semesters). The questionnaire is divided into two categories of undergraduate and graduate to evaluate the average score of teachers, with colleges and the Office of Academic Affairs as units (hereinafter referred to as college and the Office, respectively). After arranging the scores in order for each college, the list of teachers with the top 1/5 of scores for the two categories will be submitted to their corresponding colleges and the Office.

二、第二階段：各院、處依第一階段名單，並亦可納入第一階段調查結果未進入前五分之一排名的候選人至多四名，作為各院、處候選名單。

各院、處應研擬評選程序與標準，就候選名單中進行審核並推薦校教學優良獎候選人，名額至多為該院、處所屬專任教師總計員額百分之四（小數點四捨五入）。

院、處所推薦之校教學優良獎候選人應於指定期限前提供「國立臺北教育大學教師教學優良獎候選人績優事蹟表」，敘明績優事蹟並附必要之佐證資料交予教務處註冊與課務組。

II. Second stage: Based on the ranking in the first stage for each college and the Office, the teachers in the list as well as a maximum of 4 teachers who are not in the top 1/5 can be selected as the candidates for the award. Each college and the Office should develop the selection procedures and standards, and review and recommend candidates for the

Teaching Excellence Award from the candidate list of each college and the Office. The number of full-time teachers recommended by each college and the Office is up to 4% of the total number of full-time teachers in each college and the Office (decimal point is rounded off). Candidates for the Teaching Excellence Awards recommended by each college and the Office should provide "National Taipei University of Education The Performance List of the Recommended Candidates for Teacher's Teaching Excellence Award" before the specified deadline. The Performance List should describe in detail the outstanding achievements and provide necessary supporting materials to be submitted to the Division of Registration and Curriculum of the Academic Affairs Office.

三、教務處註冊與課務組統一就各院、處送出之候選人名單及佐證資料送請校長核定，並於六月底前公告。

III. The Office of Academic Affairs Division of Registration and Curriculum shall uniformly submit the lists of candidates and supporting documents from each college and the Office to the University President for review, and announce the results by the end of June.

第六條 獲獎教師應接受邀請於本校教師座談會及教學相關研討會分享教學經驗、公開授課及撰寫教學與獲獎心得，前述文字或影像應無償供本校校務推廣之用。

Article 6 The Award-winning teachers shall accept the invitation to share teaching experience, conduct public lectures, and write report to express their thoughts about teaching and winning the Award in NTUE's Teacher Conferences and teaching-related seminars. The above-mentioned texts or images shall be provided free of charge to NTUE for promoting school affairs.

第七條 本辦法所需經費由學校自籌款支應。

Article 7 The funds required for the Guideline shall be funded by the University itself.

第八條 本辦法經行政會議、校務基金管理委員會通過，並經校長核定後實施。

Article 8 These Guidelines have been approved by the Administrative Meeting as well as the University Fund Management Committee Meeting, and implemented following approval by the University President.