

國立中興大學法政學院附屬單位設置暨評鑑要點

Guidelines for the Establishment and Evaluation of Affiliated Units under the College of Law and Politics, National Chung Hsing University

108 年 4 月 24 日院務會議通過
April 24, 2019 – Approved by the College Affairs Meeting
108 年 11 月 7 日院務會議修正（全部條文）
November 7, 2019 – Amended by the College Affairs Meeting (All Articles)
110 年 11 月 11 日院務會議修正第 6、10 條
November 11, 2021 – Amended by the College Affairs Meeting (Articles 6 and 10)

一、國立中興大學法政學院（以下簡稱本院）為規範各附屬單位設置及評鑑，依據「國立中興大學院級附屬單位設置暨評鑑辦法」訂定「國立中興大學法政學院附屬單位設置暨評鑑要點」（以下簡稱本要點）。

Article 1 The College of Law and Politics, National Chung Hsing University (hereinafter referred to as "the College") has established these "Guidelines for the Establishment and Evaluation of Affiliated Units under the College of Law and Politics, National Chung Hsing University" (hereinafter referred to as "the Guidelines") to regulate the establishment and evaluation of affiliated units by the "National Chung Hsing University Regulations for the Establishment and Evaluation of College-Level Affiliated Units."

二、申請設置之附屬單位應提設置計畫書及設置辦法備審，其內容應包括：

Article 2 The affiliated units applying for establishment shall submit a proposal for establishment and regulations for review. The content should include:

（一）設置計畫書：成立目的、期限、組織架構、單位定位、業務範圍、運作空間、經費來源、預期成果、自我評鑑指標及方式、相關單位配合措施等。

Establishment Proposal: Purpose of establishment, duration, organizational structure, unit positioning, scope of operations, operational space, source of funding, expected outcomes, self-evaluation indicators and methods, and supporting measures from relevant units.

（二）設置辦法：設置依據、目的、組織、單位主管及相關人員選任方式與任期、經費來源等。

Establishment Regulations: Legal basis for the establishment, purpose, organization, selection method and term of office for unit supervisors and relevant personnel, and funding source.

三、本院各附屬單位成立滿三年(以會計年度為基準)後，應接受第一次評鑑，爾後依評鑑結果訂定評鑑週期。

Article 3 After three years of establishment (based on fiscal year), each affiliated unit of the College shall undergo its first evaluation. Subsequent evaluation cycles will be determined based on the evaluation results.

四、評鑑工作包括下列項目，其百分比如下：

Article 4 The evaluation work includes the following items, with their respective percentages:

（一）組織功能：20%。

Organizational function: 20%

（二）學術整合：20%。

Academic integration: 20%

- (三) 教學研究與服務推廣之績效：40%。
Performance in teaching, research, and service promotion: 40%
- (四) 現金收入：10%。
Cash income: 10%
- (五) 其他：10%。
Others: 10%

五、本院應於當年一月提出該年度需辦理評鑑之附屬單位名單，並成立附屬單位評鑑委員會，由院長擔任召集人兼主任委員，委員由院長提名校外相關領域之學者專家至少六人，報請校長聘任三人，委員會於任務完成後自動解散。

Article 5 The College shall submit a list of affiliated units requiring evaluation for the current year in January and establish an Evaluation Committee for Affiliated Units. The Dean of the College shall serve as the convener and chairperson. The Dean shall nominate at least six scholars and experts from relevant fields outside the university, three of whom shall be appointed by the President. The committee shall automatically dissolve upon completion of its tasks.

六、應評鑑之附屬單位，於十月底前提送自評報告書，同年十二月底前完成評鑑作業，評鑑結果及改善計畫於次年一月底前送院彙整，於二月底前依程序送研究發展處、教務處核備。

Article 6 Affiliated units subject to evaluation shall submit their self-evaluation reports by the end of October. The evaluation process shall be completed by the end of December of the same year. The evaluation results and improvement plans shall be submitted to the College for compilation by the end of January of the following year. According to procedures, they shall be forwarded to the Office of Research and Development and the Office of Academic Affairs for reference by the end of February.

七、評鑑結果分為「優」、「良」、「待改進」、「未通過」四級。

Article 7 The evaluation results are classified into four levels: "Excellent," "Good," "Needs Improvement," and "Failed."

- (一) 評鑑結果為「優」、「良」者，每三年評鑑乙次。
Units that receive "Excellent" or "Good" ratings shall be evaluated once every three years.
- (二) 評鑑結果為「待改進」者，應於次年再接受評鑑。
The following year, units that receive "Needs Improvement" ratings shall be re-evaluated.
- (三) 連續兩次評鑑結果為「待改進」，或評鑑結果為「未通過」乙次者，則裁撤或整併至其他相關單位。
Units that receive "Needs Improvement" ratings for two consecutive evaluations or receive a "Failed" rating once shall be disbanded or merged with other relevant units.

八、依評鑑結果為裁撤或整併之附屬單位，若有異議，得於接獲裁撤或整併通知後一個月內，向院務會議提出申覆，申覆以一次為限。

Article 8 Affiliated units subject to disbandment or merger based on evaluation results may, if they have objections, file an appeal to the College Affairs Meeting within one month of receiving the disbandment or merger notice. Such appeals are limited to one time only.

九、本要點若有未盡事宜，悉依「國立中興大學院級附屬單位設置暨評鑑辦法」相關規定辦

理。

Article 9 Matters not covered in these Guidelines shall be handled by the relevant provisions of the "National Chung Hsing University College-Level Affiliated Units Establishment and Evaluation Regulations."

十、本要點經院務會議通過送研究發展處、教務處核備後實施，修訂時亦同。

Article 10 These Guidelines shall be implemented after being approved by the College Affairs Meeting and submitted to the Office of Research and Development and the Office of Academic Affairs for reference. The same procedure applies to any amendments.

【In case of any dispute, the explanation should be based in the Chinese version.】