

# 臺北醫學大學醫學工程學院教師聘任升等細則

105年1月13日院務會議新訂通過

105年1月19日院教評會新訂通過

105年1月20日校教評會新訂通過

111年2月25日院教評會修正通過

111年4月25日院務會議修正通過

111年4月27日校教評會修正通過

111年5月20日北醫校人字第1110007307號令修正，全文11條

第一條 醫學工程學院(以下簡稱本院)為使教師之新聘及升等業務順利推展，充分保障教師權益，特依據「教師法」、「教育人員任用條例」、「專科以上學校教師資格審定辦法」及「臺北醫學大學教師聘任升等實施辦法」第九條之規定訂定「醫學工程學院教師聘任升等細則」(以下簡稱本細則)。

第二條 本細則適用於專任及兼任教師之新聘、升等、續聘與改聘。

第三條 本院各級教師之升等資格、途徑與門檻採多元升等精神，分為學術研發型及教學實務型等多元途徑，並依本校教師聘任升等實施辦法第二條至第六條相關規定辦理。

第四條 本院教師辦理新聘或升等作業，依本校公告之日期限內及規定應檢送文件備齊後提出申請，作業程序依本校教師聘任升等實施辦法第七條至第十五條之規定辦理。

第五條 院級教師評審委員會(以下簡稱院教評會)辦理新聘或升等審查規則如下：

一、實質審查項目包括公開演講、本細則第七條明列之教學、研究及服務審查評分及對學校整體貢獻作綜合評量。

二、申請助理教授級(含)以上教師，需參加本院舉辦之公開演講。

三、院教評會實質審查須有二分之一(含)以上委員出席，且經出席委員三分之二(含)以上同意通過後，檢附會議紀錄，送請校級教師評審委員會(以下簡稱校教評會)審議。

四、升等未獲審查通過者，由院教評會敘明具體理由函知當事人。

第六條 各級教師向本院提出新聘或升等申請時，應檢送下列書面資料：

- 一、本校人力資源處網頁上所列，應備齊之各項表單。
- 二、申請新聘或升等之教師，應檢具本細則第七條各類升等途徑之評分項目之佐證資料送審。
- 三、具有博士、碩士者應繳學位證明書影印本或證明書。
- 四、依校規定繳送代表論文(著作)、教學實務報告或專門著作、技術報告抽印本份數，且不得重複提送申請前一教職等之著作。送審著作為取得現職級且為送審前五年內至申請日止出版或已為接受且出具證明。
- 五、申請新聘者須檢附兩封推薦函。如為結盟或建教合作醫院醫師申請新聘者，其中一封須為直屬主管推薦函；結盟或建教合作醫院醫師申請教師新聘者，應檢附申請日起算之前一學年內對本校學生之授課記錄及授課課表。
- 六、申請改聘者凡具有國內大學院校教育部定教師資格者，應檢附論文著作、申請改聘之教育部部定證書影本、前一學期授課課目進度表等相關資料，由院教評會進行審查，院教評會依前述之相關資料，將評審結果送校教評會決議後得予聘任。

第七條 各級教師新聘或升等審查，由院長就本院院教評委員教授中遴聘委員三名，依據學術研發型及教學實務型等多元途徑進行教學、研究/產學及服務審查意見，具體羅列三項審查意見提報院教評會審查通過後，檢附會議紀錄，送請校教評審議：

一、學術研發型：

(一) 教學及服務審查標準：依據「臺北醫學大學醫學工程學院教師教學研究服務審查意見表」及「臺北醫學大學醫學工程學院教師教學服務審查評分表」辦理。

(二) 研究審查標準：

1. 以學術研發型升等者，應符合本校教師聘任升等實施辦法第四條第一項各款條件，並依據本校教師升等計分標準施行要點第二條第一款、第三至六款及第三條規定辦理。
2. 學術研究須兼具創新性及連貫性。
3. 聘任升等論文應擇一為代表作，以個人著作或列為第一作者、通訊作者之共同著作為限。如為二人以上共著者，需附送合

著人證明。

4. 教授級代表作，必須以單一通訊作者發表且至少包含二篇與醫學工程相關領域系列研究論文，且為該研究領域排名前 20% 或  $JIF \geq 5$ ；其餘職級則需以單一第一作者或通訊作者發表之，且為該研究領域排名前 40% 或  $JIF \geq 3$ 。代表作申請者不得具同等貢獻者(Equal Contribution)，但 Journal Impact Factor(以下簡稱 JIF)  $\geq 10$  除外。
5. 申請助理教授級以上代表論文至少一篇發表在 SCIE、SSCI、EI 期刊。
6. 以博士學位送審助理教授資格，除繳交博士學位論文外，需有至少兩篇第一或通訊作者之 SCIE 論文，或一篇  $JIF \geq 5$  之 SCI 論文。
7. 論文篇數及計畫件數：各職級教師取得現職級後且為送審前五年內所發表或執行之第一或通訊作者論文篇數及研究計畫件數須達下表標準：

擬升等之職級	論文篇數	計畫件數
教授	5 篇	3 件
副教授	3 篇	2 件
助理教授	2 篇	0 件

論文篇數及計畫件數之規定說明如下：

- (1) Journal Impact Factor (以下簡稱 JIF)  $\geq 6$  之論文得以 2 篇計算； $JIF \geq 10$  之論文得以 3 篇計算； $JIF \geq 20$  之論文得以 5 篇計算。
- (2) 升等教授者，至少應有 3 篇為醫學工程相關領域系列研究論文，並擇其中至少 2 篇為代表作；升等副教授者，至少應有 2 篇為相關領域系列研究論文，並擇其中至少 1 篇為代表作；其餘職級教師應擇定至少 1 篇以第一作者或通訊作者發表之論文作為代表作。

- (3) 國外新聘教師及醫療相關科部教師不適用本表計畫件數之規定。惟擬升等教授者，仍應符合本備註第 6 點規定。
- (4) 研究計畫包含國內外政府機關（構）、結盟大學、結盟醫院或國家衛生研究院（以下簡稱國衛院）之校外研究計畫或產學合作計畫。計畫經費累計達新臺幣（下同）50 萬之產學合作計畫得視同 1 件政府機關（構）計畫，但以 1 件為限。
- (5) 論文篇數與計畫件數得互為充抵。惟擬升等教授者，仍應符合本備註第 6 點規定。
- (6) 升等教授（含醫療相關科部教師）應主持至少 1 件具審查機制之國內外政府機關（構）或國衛院專題研究計畫。
- (7) 擔任計畫主持人之研究計畫始得採計，共同主持人或協同主持人不予採計。

8. 國際合著論文篇數：升等教授者應達三篇，升等副教授者應達二篇。前述論文不以升等教師擔任第一或通訊作者之論文為限。前述國際合著，指與臺灣以外國家或地區之學者合著者。
9. 例外情形：符合「教育人員任用條例」規定之資格，且於現職級有一篇  $JIF \geq 15$  之單一第一作者或單一通訊作者之 Original Full Article 論文發表者，得不受第 7 點至第 9 點及第 12 點之限制。
10. 代表作之領域排名及 JIF 認定：領域排名以本校受理審查截止日時所公布 InCites Journal Citation Reports（InCites JCR）最新領域排名為準；JIF 以最新或 5-Year Journal Impact Factor 為準。
11. 升等積分標準：各職級教師應達下表規定之學門升等積分最低標準：

學門類別	單位	擬升等之職級升等績分			
		教授	副教授	助理教授	講師
A	醫學工程學院- —非附屬醫院、 實習醫院或其他 醫療機構之臨床 服務人員、醫事 人員	600	450	300	200
B	醫學工程學院- —附屬醫院、實 習醫院或其他醫 療機構之臨床服 務人員、醫事人 員	450	350	250	150

## 二、教學實務型：

(一) 教學及服務審查標準：依據「臺北醫學大學教師聘任升等實施辦法」、臺北醫學大學「教學實務型」教師升等計分表以及「臺北醫學大學醫學工程學院教師教學研究服務審查意見表」及「臺北醫學大學醫學工程學院教師研究服務審查評分表」辦理。

(二) 教育/教學研究審查標準：以教學實務型升等者，應符合本校教師聘任升等實施辦法第四條第二項各款條件，並依據本校教師升等計分標準施行要點第二條第二至六款及第三條規定辦理。

三、以上二型提出升等申請者，專任教師送審著作，於在校服務期間著作需以學院及本校名義發表；兼任教師包括代表作在內，至少需有 3 篇以本校名義發表。

四、曾以學位論文獲聘為教師者，申請升等時，其代表論文不得與學位論文內容重複，並應送原學位論文乙份備查。

五、代表作/教學實務報告/技術報告送審未通過者，再次送審時不得重複使用，再次申請時需說明本次與前次申請之資料有何異同及改進之處。

六、送審資料及積分計算不實者，院教評會得不予審查並退回申請；  
經教評會決議情節重大者，依情節輕重於一至三年之內不得再  
提出申請，並送學術倫理委員會審議。

第八條 各級專任教師不予續聘或資遣等相關規定，依據本校教師聘任規則  
第五條辦理。

第九條 續聘相關規範如下：

一、依據本校教師聘任規則第四條、第六條及本校教師評鑑辦法第  
六條規定辦理。

二、本院專兼任、合聘教師每年續聘時，三年內需有以下之任一項  
經歷：本院課程主授教師（專任）、本院新生入學或碩博士口試  
委員、其他參與本院所規劃之專案課程等教師、本院基礎與臨  
床課程、臨床實習或技能課程授課教師。

三、有特殊貢獻經院教評會議通過者不在此限。

第十條 本細則未盡事宜依本校教師聘任升等實施辦法、教師聘任規則、本  
校相關規定及政府相關法令辦理。

第十一條 本細則經校教評會通過後公告施行；修正時亦同。但本細則 111 年  
4 月 27 日修正通過之第七條第一項第一款第(二)目第 8 點，自 112  
年 10 月 1 日起施行。

**Taipei Medical University**  
**College of Biomedical Engineering**  
**Rules for the Appointment and Promotion of Teachers**

Newly approved by the college affairs meeting on January 13, 2016

Newly approved by the college teacher evaluation committee on January 19, 2016

Newly approved by the university teacher evaluation committee on January 20, 2016

Amended and approved by the college teacher evaluation committee on February 25, 2022

Amended and approved by the college affairs meeting on April 25, 2022

Amended and approved by the university teacher evaluation committee on April 27, 2022

Amended by Taipei Medical University Personnel Order No. 1110007307 on May 20, 2022. 11 articles in total.

Article 1 In order to ensure the smooth implementation of the new appointment and promotion of teachers and to fully protect their rights and interests, the College of Biomedical Engineering (hereinafter referred to as the College) has established the “Rules for the Appointment and Promotion of Teachers in the College of Biomedical Engineering” (hereinafter referred to as the Rules) in accordance with the provisions of the “Teachers’ Act,” the “Act Governing the Appointment of Educators,” the “Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education” and Article 9 of the “Implementation Regulations for the Appointment and Promotion of Teachers in Taipei Medical University” (hereinafter referred to as the Regulations).

Article 2 The Rules are applicable to new appointments, promotions, renewals and reappointments of full-time and part-time teachers.

Article 3 The qualifications, methods and thresholds for promotion of teachers at all levels in this College are divided into multiple tracks, such as academic research and teaching practice, in accordance with Articles 2 to 6 of the “Implementation Regulations for the Appointment and Promotion of Teachers in Taipei Medical University.”

Article 4 After the required documents have been prepared, teachers of the College shall apply for a new appointment or promotion within the deadline announced by the University and the procedures shall be carried out in accordance with the provisions of Articles 7 to 15 of the “Implementation Regulations for the Appointment and Promotion of Teachers in Taipei Medical University.”

Article 5 The College Teacher Evaluation Committee (hereinafter referred to as the College Teacher Evaluation Committee) shall handle the review of new appointments or promotions as follows.

1. The substantive examination items include public lectures, ratings of teaching, research and service as specified in Article 7 of the Rules, and a comprehensive evaluation of the overall contribution to the University.
2. Applicants for the rank of Assistant Professor or above are required to attend public lectures held by the College.
3. The substantive review by the College Teacher Evaluation Committee must be attended by at least one-half (inclusive) of the members and approved by two-thirds (inclusive) of the members present, then the minutes of the meeting shall be submitted to the University Teacher Evaluation Committee (hereinafter referred to as the University Teacher Evaluation Committee) for consideration.
4. If the promotion is not approved, the University Teacher Evaluation Committee shall inform the person concerned by letter with specific reasons.

Article 6 When applying for new appointment or promotion, teachers at all levels shall submit the following written information to the College.

1. All forms listed on the website of the Human Resources Office of the University.
2. Teachers applying for new appointments or promotions should submit supporting information for the evaluation of the various promotion channels in Article 7 of the Rules.
3. A doctoral or master's degree holder should submit a photocopy of the degree certificate or a certificate.
4. In accordance with the University's regulations, the applicant must submit representative papers (publications), teaching practice reports or special works, several technical reports in hard copy, and the works of application for the previous teaching level shall not be submitted repeatedly. The works submitted for review must be of current teaching level and published or accepted within five years prior to the date of application and be certified.
5. New appointment applicants must submit two letters of recommendation. If the applicant is a physician of an associated or cooperative hospital, one of the letters must be from their immediate supervisor; if the applicant is a physician of an associated or cooperative hospital, they shall attach their teaching records and class schedules of their students of the University from the academic year prior to the date of application.
6. Reappointment applicants who are qualified to teach by the Ministry of Education in domestic universities and colleges should submit their thesis publications, a copy of the Ministry of Education certificate for their reappointment application, and the teaching subjects and schedules of classes taught in the previous semester to the College Teacher Evaluation Committee for review. The College Teacher Evaluation Committee will send the evaluation results to the University Teacher Evaluation



Committee for approval before the appointment is made, based on the aforementioned relevant information.

Article 7 The Dean of the College shall select three members of the faculty evaluation committee of the College Teacher Evaluation Committee for the review of new appointments or promotions of teachers at all levels. The review of teaching, research/industry, and service shall be conducted according to the multiple tracks of new appointments or promotions, such as academic research and development and teaching practice and specifically list the three review opinions and submit them to the College Teacher Evaluation Committee. After the review and approval by the College Teacher Evaluation Committee, the minutes of the meeting shall be attached and submitted to the University Teacher Evaluation Committee for consideration.

#### 1. Academic Research and Development

(1) Teaching and service review criteria: It shall be handled according to the “Teaching and Research Service Review Opinion Form for Teachers of the College of Biomedical Engineering, Taipei Medical University” and the “Teaching Service Review Score Sheet for Teachers of the College of Biomedical Engineering, Taipei Medical University.”

(2) Research review criteria:

1. For promotion by academic research and development, applicants should meet the conditions of Paragraph 1, Article 4 of the “Implementation Regulations for the Appointment and Promotion of Teachers in Taipei Medical University,” and apply in accordance with Article 2, Paragraph 1 and Article 3, Paragraphs 3 to 6 of the “Guidelines for the Implementation of Teacher Promotion Points of the University.”

2. Academic research must be innovative and coherent.

3. One of the papers for appointment and promotion should be selected as a representative work, either as an individual work or as a co-authored work of the first author or corresponding author. If the paper is co-authored by two or more persons, a certificate of co-authorship must be submitted.

4. The representative work at the professorial level must be published as a single corresponding author and contain at least two research papers in a series related to biomedical engineering and ranked in the top 20% of the research field or a Journal Impact Factor (hereinafter referred to as JIF) of  $\geq 5$ . The representative work of other levels must be published as a single first author or corresponding author and ranked in the top 40% of the research field or JIF of  $\geq 3$ . The representative work applicant must not be listed as someone of equal contribution, except for a JIF of  $\geq 10$ .

5. At least one representative paper at the Assistant Professor level or above shall be published in SCIE, SSCI, or EI journals.
6. For applicants with a doctoral degree applying for the position of Assistant Professor, in addition to their doctoral dissertation, at least two SCIE papers with first or corresponding authorship or one SCI paper with a JIF of  $\geq 5$  shall be submitted for examination.
7. Number of papers and projects: The number of first or corresponding author papers and research projects published or executed within five years after the teacher's current level and before the teacher's appointment must meet the following standards:

Level to be promoted	Number of papers	Number of projects
Professor	5 articles	3 pieces
Associate Professor	3 articles	2 pieces
Assistant Professor	2 articles	0 pieces

The requirements for the number of papers and projects are as follows.

- (1) Papers with a JIF of  $\geq 6$  shall be counted as 2 papers; papers with a JIF of  $\geq 10$  shall be counted as 3 papers; papers with a JIF of  $\geq 20$  shall be counted as 5 papers.
- (2) For promotion to Professor, at least three papers should be part of a series of research papers in the field of biomedical engineering and at least two of them should be representative papers. For promotion to Associate Professor, at least two papers should be in a series of research papers in the field of biomedical engineering and at least one of them should be representative papers. For the rest of the teachers, at least one paper with first authorship or corresponding authorship should be selected as representative papers.
- (3) Newly hired teachers from abroad and teachers from medical-related departments are not subject to the requirements of this table. However, those who intend to be promoted to the level of professor should still meet the requirements in point (6) of this note.
- (4) Research projects include off-campus research projects or industry-academia collaboration projects of domestic or foreign government agencies (organizations), associated universities, associated hospitals, or the National Health Research Institutes (hereinafter referred to as the NHRI). An industrial-academic

collaboration project with an accumulated funding of NT\$500,000 may be treated as a government agency project, but only one project is allowed.

(5) The number of papers and the number of projects may be offset against each other. However, those who intend to be promoted to professor shall still comply with the provisions of point (6) of this note.

(6) For promotion to Professor (including teachers of medical-related departments), the applicant shall lead at least one research project with a review mechanism by a domestic or foreign government agency (organization) or the NHRI.

(7) Research projects in which the applicant serves as the principal investigator will be counted, but the co-principal investigator or sub-principal investigator will not be counted.

8. The number of international co-authored papers: three papers for promotion to professors; two papers for promotion to associate professors. The aforementioned papers are not limited to those in which the promoted teacher is the first or corresponding author. The above-mentioned international co-authorship refers to co-authorship with scholars from countries or regions other than Taiwan.

9. Exceptions: Those who meet the qualifications stipulated in the “Act Governing the Appointment of Educators” and have an Original Full Article paper as a single first authorship or a single correspondent authorship at the current level of JIF  $\geq 15$  are exempted from the restrictions in points 7 to 9 and 12.

10. Field ranking and JIF recognition of representative works: Field ranking is based on the latest field ranking in InCites Journal Citation Reports (InCites JCR) published by the deadline of the University’s acceptance of review; JIF is based on the latest or 5-Year Journal Impact Factor.

11. Standards for promotion points: Teachers at all levels should meet the minimum requirements for promotion points as specified in the table below.

Category	Unit	Grade point of the level to be promoted			
		Professor	Associate Professor	Assistant Professor	Lecturer
A	College of Biomedical Engineering - Clinical	600	450	300	200

Category	Unit	Grade point of the level to be promoted			
		Professor	Associate Professor	Assistant Professor	Lecturer
	Service Staff, Medical Staff in non-affiliated hospitals, internship hospitals or other medical institutions				
B	College of Biomedical Engineering - Clinical Service Staff, Medical Staff in affiliated hospitals, internship hospitals or other medical institutions	450	350	250	150

## 2. Teaching Practice

- (1) Teaching and service review criteria: Reviews shall be handled according to the “Implementation Regulations for the Appointment and Promotion of Teachers in Taipei Medical University,” the “Teaching-Practice Teacher Promotion Score Sheet of Taipei Medical University,” the “Teaching and Research Service Review Opinion Form for Teachers of the College of Biomedical Engineering, Taipei Medical University” and the “Teaching Service Review Score Sheet for Teachers of the College of Biomedical Engineering, Taipei Medical University.”
  - (2) Teaching / teaching and research review criteria: For promotion by teaching practice, applicants should meet the conditions of Article 4, Paragraph 2 of the “Implementation Regulations for the Appointment and Promotion of Teachers in Taipei Medical University,” and apply in accordance with Article 2, Paragraphs 2 to 6 of the “Guidelines for the Implementation of Teacher Promotion Points of the University.”
3. For those who apply for promotion in the above two categories, full-time teachers must have their publications published in the name of the College and the University during their service in the University; part-time teachers must have at least three publications in the name of the University, including representative works.

4. If a teacher has been appointed as a teacher with a degree thesis, when applying for promotion, his or her representative thesis must not duplicate the content of the degree thesis, and a copy of the original degree thesis shall be sent for examination.
5. If the representative paper/teaching practice report/technical report is not approved, it shall not be used repeatedly when it is submitted for review again, and the applicant shall explain the differences and improvements between this application and the previous application.
6. If the information and points submitted for review are not true, the College Teacher Evaluation Committee may not review the application and return it. If the College Teacher Evaluation Committee decides that the case is significant, the applicant may not submit the application again within one to three years, depending on the severity of the case, and will be sent to the Research Ethics Committee for consideration.

Article 8 The regulations for non-renewal or severance of full-time teachers at all levels shall be handled in accordance with Article 5 of the Rules for the Appointment of Teachers of the University.

Article 9 The following are the regulations for renewal of employment.

1. In accordance with Article 4 and Article 6 of the Rules for the Appointment of Teachers and Article 6 of the Regulations for the Evaluation of Teachers of the University.
2. Full-time, part-time, and co-employed teachers must have any one of the following experiences within three years of their annual reappointment: lead teacher (full-time) of the College's curriculum; member of the College's freshman admissions or master's and doctoral oral examinations; other teachers participating in the College's planned program; teacher of the College's basic and clinical courses, clinical practice, or skills courses.
3. Excluding those who have made special contributions and have been approved by the College Teacher Evaluation Committee.

Article 10 Matters not covered in the Rules shall be handled in accordance with the Implementation Regulations for the Appointment and Promotion of Teachers of the University, the Rules for Teacher Appointment of the University, the relevant regulations of the University, and relevant governmental laws and regulations.

Article 11 The Rules shall be promulgated and put into effect after they have been approved by the University Teacher Evaluation Committee; the same applies to amendments. However, Article 7, Paragraph 1, Subparagraph 1, Item 2, Point 8, which was amended and approved on April 27, 2022, shall take effect on October 1, 2023

