

中國醫藥大學教師年終績效獎金發放辦法

China Medical University Guidelines for Year-End Performance Bonuses for Faculty Members

第一條 本校為鼓勵教師研究發展並慰勉教師教學服務之辛勞，特訂定教師年終績效獎金發放辦法(以下簡稱本辦法)。

China Medical University has stipulated these Guidelines to encourage research development and acknowledge the hard work of faculty members in teaching and service.

第二條 本辦法適用對象為本校編制內專任教師。

These Guidelines apply to all full-time faculty members.

第三條 本校教師服務至每年 12 月，符合下列各項條件者，得依其前一學年度教學、研究、服務表現，發給年終績效獎金：

一、於每年 11 月底前，修習學術倫理及性別平等教育課程完竣者。

二、依本校教師評估辦法規定，最近一次無評估不通過者。

三、教授近 3 年內(自前一學年度往前推算)應至少發表論文 3 篇。擔任行政、學術一級主管及系所主管之教授，可折抵 1 篇。

年薪制人員有前項第一、二款情形及近 3 年內未發表論文 3 篇者，其當年年薪總額扣除已發給薪資後之餘額，不予發給。

校院互聘院支薪教師依附設醫院相關規定辦理後發給。

Faculty members who are in service through December of each year and meet the following criteria may be awarded a year-end performance bonus based on their performance in teaching, research, and service during the previous academic year:

1. Completed the academic ethics and gender equity education courses by the end of November each year.
2. No record of failing in the most recent faculty evaluation in accordance with the University's Faculty Evaluation Regulations.
3. Professors must have published at least three papers within the past three years (counted retroactively from the previous academic year). Those who serve as administrative, academic first-level supervisors, or department chairs may have one paper waived.

Faculty members on an annual salary system who meet 1. and 2. but have not published three papers in the past three years will not receive any remaining unpaid portion of their annual salary (e.g., the year-end bonus).

Faculty members jointly appointed and paid by affiliated hospitals shall receive bonuses in accordance with relevant hospital regulations.

第四條 前條第一項第三款及第二項所指論文，應符合下列各款規定：

一、至少 2 篇需以第一或通訊作者身份發表；第 3 篇非以第一或通訊作者發表時，未有較優先作者序之本校人員，或有較優先作者序之本校人員均放棄其計列權利者，該篇得計列為 1 篇。

二、論文之 Impact Factor 與學門排名，以評估當年資料為準，且一篇論文均僅計列一次。

三、論文須發表於 SCI、SSCI、AHCI、TSSCI、THCI、EI、BioMedicine 等收錄之期刊，且為正式論文（Original article），以排序最優序位作者為計算依據。若以第一或通訊作者身份發表，其 Impact Factor \geq 10 折抵論文篇數以當年度公告為準；於該學門所有期刊前 5%或第一名期刊者可折抵論文 2 篇。

四、通識人文藝術及中醫醫經醫史類教授，得以專書著作一本折抵論文 2 篇。

The papers mentioned in the previous Article must meet the following requirements:

1. At least two papers must be published with the faculty member listed as the first or corresponding author. For the third paper, if the faculty member is not the first or corresponding author, the paper may be counted if no other faculty member from the University is listed with a higher priority authorship, or if those listed have waived their claim.
2. Impact factor and subject rankings shall be based on the data from the evaluation year, and each paper may only be counted once.
3. Papers must be published in journals indexed by SCI, SSCI, AHCI, TSSCI, THCI, EI, or BioMedicine and must be original articles. Evaluation will be based on the faculty member's most prominent authorship position. Papers with an impact factor \geq 10 (if first or corresponding author) may count for multiple publications as per the annual announcement. Papers published in top 5% journals or top-ranked journals in the field may count as two papers.
4. Faculty members in the fields of general education, humanities, arts, or Chinese Medicine-medical history and literature may substitute one academic book for two papers.

第五條 教師年終績效獎金，由彈性薪資審議小組依附表「教師年終績效獎金發給作業細則」審議每人發放獎金月數參考值，再依每人月薪與月數參考值計算之額度，按當年度學校預算比值核算後，陳請校長核定後發放。

前項月數參考值，於彈性薪資審議小組審議時，得依教師個人表現及對學校整體貢獻度等，予以調整增減。

第一項之月薪，係指教師當年度 12 月所支本薪(年功薪)及學術研究費之合計數。

第一項所稱學校預算比值，係指依每位教師月薪乘以月數參考值之總經費與學校當年度編列教師年終績效獎金預算經費之比例。

The year-end performance bonuses shall be reviewed by the Flexible Salary Review Committee based on the reference number of months specified in the “Details for Distribution of Year-End Performance Bonuses.” The bonus amount is calculated using each faculty member’s monthly salary and the reference number of months, then adjusted according to the budget ratio for the year, and finalized upon the President’s approval.

The reference number of months may be adjusted by the Committee based on individual performance and overall contributions to the University.

The monthly salary refers to the faculty member’s base salary (seniority-based) and academic research allowance for December of the current year.

The budget ratio refers to the proportion of total expenses (monthly salary x reference number of months per faculty) to the annual budget allocated for year-end performance bonuses.

第六條 教師年終績效獎金應按當年度(1月至12月)實際在職月數比例發放。教師帶職帶薪出國期間，原則視為不在職，有特殊情形時，得由彈性薪資審議小組審議後發給。教師違反聘約，或具其他違反規定情事經教師評審委員會審議確認者，得經彈性薪資審議小組審議後，不予發給年終績效獎金。

當年度退休人員，得由彈性薪資審議小組審酌發給年終績效獎金。

The year-end performance bonuses shall be prorated based on actual months of service in the year (January to December). Faculty on paid leave abroad are considered not in service. Exceptions may be reviewed by the Flexible Salary Review Committee.

Faculty who violate their employment contract or other relevant regulations and are confirmed by the Faculty Review Committee may, upon review by the Flexible Salary Review Committee, be deemed ineligible for the year-end bonus.

Retiring faculty members may receive a bonus at the Committee's discretion.

第七條 每年年終績效獎金發給總額，應視學校當學年度財務狀況，於編列之預算額度內支應。

The total amount of year-end performance bonuses issued annually shall depend on the University’s financial status and must be funded within the approved budget for the academic year.

第八條 本校專案教學人員年終獎金得比照本辦法辦理。

Project-based teaching faculty may be granted year-end bonuses in accordance with these Guidelines.

第九條 本辦法經行政會議通過，陳請校長發布後實施；修正時亦同。

These regulations shall take effect after approval by the Administrative Affairs Meeting and subsequent promulgation by the President. Amendments follow the same procedure.