

國立高雄餐旅大學國際觀光學士學位學程自我評鑑實施要點

106 年 8 月 23 日第 381 次行政會議通過本校『法規提案審議作業規範』第六點（法規最末條條文統一修正）

107 年 6 月 20 日 106 學年度第 2 學期第 4 次院務會議修正通過

- 1、為提升國際觀光學士學位學程(以下簡稱本學程)為增進辦學績效、教育品質，追求卓越、永續發展之目標，依「國立高雄餐旅大學自我評鑑實施辦法」規定，訂定「國立高雄餐旅大學國際觀光學士學位學程自我評鑑實施要點」(以下簡稱本要點)。
- 2、本學程成立自我評鑑小組，負責推動及執行自我評鑑相關事宜。
- 3、成員包含學程主任及所屬教師，由學程主任擔任召集人。
- 4、本學程自我評鑑之方式採納內部評鑑及外部評鑑。
 - (1) 內部評鑑配合外部評鑑期程辦理，並以實地訪視方式實施。
 - (2) 外部評鑑實施以每五年為一週期，由校外評鑑委員擔任委員，實際評鑑項目視當次評鑑所需而定，評鑑內涵及參考效標參考教育部評
- 5、辦理內部評鑑時，校務類評鑑應遴聘校外人士 3 名(含)以上擔任評鑑委員；專業類評鑑各受評單位應遴聘校內或校外人士 3 名(含)以上擔任評鑑委員。
- 6、本學程自我評鑑之項目、表冊格式、程序及作法，遵照本校自訂之特色項目及教育部頒布最新版之科技大學相關作業規定與表冊等辦理。
- 7、本學程辦理自我評鑑時，內部評鑑應遴聘校內評鑑委員 3 名(含)以上、外部評鑑則遴聘校外評鑑委員 3 名(含)以上，校內委員則依需要聘任。評鑑委員除應遵守利益迴避原則外，並應由具高等教育教學經驗之教師，以及專業領域之業界代表組成。
- 8、本學程於自我評鑑後，即請各評鑑委員提供評鑑意見，於彙整意見後，擬具檢討改進報告書送至本學程所屬學院備查。
- 9、本學程應將評鑑結果改善方案列入單位年度計畫，其改善結果，由所屬學院自我評鑑小組管考，並將做為本學程進行業務推動及教育品質改善之參考。
- 10、本要點經學程、院務會議通過，陳請 院長核定後實施，修正時亦同。

本規章負責單位：國際學院國際觀光學士學位學程

Implementation Guidelines for Self-Evaluation of the International Bachelor Program in Tourism National Kaohsiung University of Hospitality and Tourism

1. In order to enhance the administrative effectiveness and educational quality of the International Bachelor Program in Tourism (hereinafter referred to as “the Program”), and to pursue excellence and sustainable development, these Guidelines for the Implementation of Self-Evaluation of the International Bachelor Program in Tourism, National Kaohsiung University of Hospitality and Tourism (hereinafter referred to as “the Guidelines”) are established in accordance with the Self-Evaluation Implementation Regulations of National Kaohsiung University of Hospitality and Tourism.
2. The Program shall establish a Self-Evaluation Committee responsible for planning, promoting, and implementing matters related to the Program’s self-evaluation.
3. The Self-Evaluation Committee shall consist of the Program Director and faculty members of the Program, with the Program Director serving as the convener.
4. The Program shall conduct self-evaluation through internal evaluation and external evaluation.
 - (1) Internal evaluation shall be conducted in coordination with the external evaluation schedule and implemented through on-site review.
 - (2) External evaluation shall be conducted once every five years. External evaluators shall be invited from outside the University to serve as evaluation committee members. The specific evaluation items shall be determined according to the needs of each evaluation cycle, and the evaluation content and reference indicators shall be based on those issued by the Ministry of Education.
5. When conducting internal evaluation, institutional-level evaluations shall appoint three (or more) external experts as evaluators; professional-level evaluations shall appoint three (or more) evaluators, either internal or external to the University.
6. The evaluation items, reporting formats, procedures, and implementation methods for the Program’s self-evaluation shall comply with the University’s designated institutional characteristics and the latest regulations, guidelines, and documentation issued by the Ministry of Education for universities of science and technology.
7. When conducting self-evaluation, the Program shall appoint at least 3 internal evaluators for internal evaluation and at least 3 external evaluators for external evaluation. Additional internal members may be appointed if necessary. Evaluators must comply with the conflict-of-interest avoidance principle, and shall consist of faculty members with higher-education teaching experience as well as industry representatives in relevant professional fields.
8. After completing the self-evaluation, the Program shall request evaluation committee members to provide evaluation comments. After compiling the comments, the Program

shall prepare a review and improvement report and submit it to the affiliated college for record.

9. The Program shall incorporate improvement plans based on evaluation results into the unit's annual plan. The improvement outcomes shall be monitored and assessed by the Self-Evaluation Committee of the affiliated college, and shall serve as a reference for the Program's operational development and educational quality improvement.
10. These Guidelines shall be implemented after being approved by the Program Meeting and the College Affairs Meeting, and upon authorization by the Dean of the College. The same procedure shall apply to any amendments.

Responsible Unit : International Bachelor Program in Tourism Management.