

國立中山大學教師評審委員會設置辦法

Regulations for Establishment of Faculty Evaluation Committees at National Sun Yat-sen University

99年12月24日本校99學年度第2次校務會議修正通過
Amended and approved at the 2nd University Affairs Council meeting of the 2010 academic year
100年6月3日本校99學年度第4次校務會議修正通過
Amended and approved at the 4th University Affairs Council meeting of the 2011 academic year
101年6月1日本校100學年度第4次校務會議修正通過
Amended and approved at the 4th University Affairs Council meeting of the 2012 academic year
104年5月29日本校103學年度第4次校務會議修正通過
Amended and approved at the 4th University Affairs Council meeting of the 2015 academic year
105.12.23本校105學年度第1學期第2次校務會議修正通過
Amended and approved at the 2nd University Affairs Council meeting of the 2016 academic year
106.3.23本校第379次教師評審委員會核備
Examined and approved at the 379th University Faculty Evaluation Committee Meeting of the 2017 academic year
108.5.24 本校107 學年度第4 次校務會議修正通過
Amended and approved at the 4th University Affairs Council meeting of the 2018 academic year
108.10.25 本校 108 學年度第 1 次校務會議修正通過
Amended and approved at the 1st University Affairs Council meeting of the 2019 academic year
109.10.23 本校 109 學年度第 1 次校務會議修正通過
Amended and approved at the 1st University Affairs Council meeting of the 2020 academic year

第一條 為審議有關本校教師及研究人員之聘任、聘期、升等、停聘、解聘、不續聘、延長服務、借調、出國講學、研究、進修、教授及副教授休假研究、年資加薪、教師資遣原因之認定及其他依法令應行審議之事項，依據大學法第二十條及本校組織規程第六十條之規定設置教師評審委員會。

I. These regulations are enacted in accordance with Article 20 of the *University Act* and Article 60 of *National Sun Yat-sen University Charter* to establish the faculty evaluation committees at National Sun Yat-sen University (hereinafter referred to as “NSYSU”). Matters pertaining to the appointment, term of appointment, promotion, suspension, dismissal, non-renewal of appointment, service extension, secondment, lecturing or research or undertaking advanced studies abroad, research leave of professors and associate professors, annual increment of salary, and determination of reasons for severance of faculty and researchers, as well as other matters that shall be resolved in accordance with laws and regulations, shall all be subject to the faculty evaluation committees for deliberations and approvals.

第二條 本校教師評審委員會分下列三級：

Any dispute over interpretations of these regulations shall be resolved in a court of law based on the Chinese version.

II. There are three levels of faculty evaluation committees:

一、系所(教育中心、學位學程)教師評審委員會(以下簡稱系教評會)。

1. Department/Institute (Education Center, or Degree Program) Faculty Evaluation Committee (hereinafter referred to as “DFEC”).

二、院(西灣學院)教師(研究人員)評審委員會(以下簡稱院教評會)。

2. College (Si Wan College included) Faculty (and Researchers) Evaluation Committee (hereinafter referred to as “CFEC”).

三、校教師評審委員會(以下簡稱校教評會)。

3. University Faculty Evaluation Committee (hereinafter referred to as “UFEC”).

校教評會應訂定「本校教師及研究人員聘任規則」(含聘期、停聘、解聘、不續聘)、「本校教師及研究人員升等審查辦法」經校務會議通過後，陳請校長公告實施。

The UFEC shall establish *Regulations for Appointment Qualifications of Faculty and Researchers* (including term, suspension, dismissal, and non-renewal of appointments) and *Regulations for Promotion Evaluation of Faculty and Researchers*. The said regulations shall be subject to the approval of University Council upon deliberations and then shall be announced and implemented after the President’s authorization.

各學院(西灣學院)及各系所(教育中心、學位學程)應分別訂定教師評審委員會設置辦法、教師聘任要點(含聘期、停聘、解聘、不續聘)、教師升等審查辦法，院(西灣學院)送校教評會，系所(教育中心、學位學程)送院教評會審議通過送請校長核定後實施。

Each individual college (Si Wan College included) and department/institute (education center or degree program) shall formulate regulations for the establishment of its own faculty evaluation committee, guidelines on appointment qualifications (including term, suspension, dismissal, and non-renewal of appointments), and regulations for promotion evaluation.

Regulations and guidelines formulated by the college shall be submitted to the UFEC for approval upon deliberations. Those formulated by the department/institute (education center or degree program) shall be submitted to the CFEC for approval upon deliberations. The said regulations and guidelines

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shall be implemented after a formal request to the President for authorization.

新設學院、系所(教育中心、學位學程)尚未組成教評會前，得簽奉校長核可後組成臨時性教師評審委員會，審議本辦法第一條事項，事後該委員會即解散之。

Any new college or department/institute whose faculty evaluation committee is not yet established shall organize a tentative committee upon approval from the President after a formal request. Provisions stipulated in Article 1 shall be deliberated by this tentative committee which shall be disbanded afterwards.

第三條 保障教師及研究人員權益，各級教師評審委員會於審議第一條規定事項時，如以投票方式表決，其為空白票、廢票及棄權票以不同意票處理。

III. When cases concerning matters stipulated in Article 1 are to be determined by vote cast by the faculty evaluation committees of different levels, any blank ballot, void ballot, and abstention shall be counted as disapproval to better protect the rights of faculty and researchers.

第四條 校教評會置委員二十五人至三十一人，任一性別委員應佔委員總數三分之一以上。

IV. The University Faculty Evaluation Committee shall have twenty five (25) to thirty one (31) members. The number of committee members of any gender shall be more than one third (1/3) of the total number of committee members.

由校長指派之副校長、教務長、研發長、各學院院長、西灣學院院長為當然委員，另由各學院分別推選教授二人（以男女各一人為原則，但推選時任一性別教授比例未達該學院教授五分之一且經簽准者，不在此限），西灣學院推選教授一人，現任講座教授（國家講座、中山學術講座、傑出人才講座）及十年內曾獲科技部傑出獎教授中推選二人為委員共同組成之，其中選任委員不得低於全體委員總數二分之一，並以副校長為召集人，召集人因故不能主持會議時，由出席委員互推一人代理之。

The President shall assign one of the senior vice presidents, the Vice President for Academic Affairs, the Vice president for Research and Development, deans of each college, Dean of Si Wan College as the ex officio members of the UFEC. Each college shall also elect two members from its professors (preferably one female and one male, except when the percentage of professors of any gender at the time of election does not exceed one fifth (1/5) of the total

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number of professors and the exception is approved by the President), and Si Wan College shall elect one member from its professors. Two more UFEC members shall be elected from current holders of chair professorship (National Chair, Outstanding Chair, NSYSU Chair, and Si Wan Chair) and professors who have received the MOST Outstanding Research Award within the last ten (10) years. The number of elected members of UFEC shall be no less than one half (1/2) of total members. The assigned senior vice president shall be the convener of the UFEC. When the convener is unable to chair any UFEC meetings due to unforeseeable reasons, a chair shall be elected from among those members present.

前項推選委員有二人者，每年改選一人，推選委員之任期為二年，連選得連任一次。

The term of elected members from colleges and chair professors stipulated in the preceding Paragraph is two years, with one of the two elected members to be re-elected alternately each year. Consecutive number of terms of elected members shall be two.

依第一項規定，如任一性別委員仍未達委員總數三分之一以上時，不足之性別委員則由全校該性別之教授互選之。

In accordance with the provisions stipulated in Paragraph 1, if the membership of any gender does not exceed one-third (1/3) of the total membership, the deficit membership from that gender shall be elected from all university professors of the said gender.

第五條 校教評會如經委員三分之一以上連署請求開會時，召集人須於連署書送達後十四日內召集之，如召集人逾上述期間仍未能召集時得由連署人簽請校長同意後自行推選臨時召集人召集之。

- V. Upon petition by one third of the UFEC members to convene a meeting, the convener shall chair the meeting within fourteen (14) days of receiving the petition. The petitioners shall formally request the approval of the President to elect a temporary convener to chair the meeting if or when the convener fails to do so.

校教評會開會時，委員應親自出席，不得由他人代理。但當然委員有正當理由無法出席，得由法定職務代理人代理出席。

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Members of the UFEC shall attend the meeting in person and may not appoint another person to attend as their proxies. Ex officio members of the UFEC may appoint their legal functional substitutes to attend the meeting as their proxies with justified causes.

各學院應置候補委員二人（以男女各一人為原則，但推選時任一性別教授比例未達該學院教授五分之一且經簽准者，不在此限）、西灣學院置候補委員一人、現任講座教授（國家講座、中山學術講座、傑出人才講座）及十年內曾獲科技部傑出獎教授中置候補委員二人，若有推選委員於一年內未出席會議達二次（校內上課或參加教育部、科技部等重要會議除外），經校教評會認定後，予以解職，並由所屬單位以同性別候補委員依序遞補，其任期以補足所遺任期為限。

Each college shall also elect two substitute members from the professors of the college (preferably one female and one male, except when the percentage of professors of any gender at the time of election does not exceed one fifth (1/5) of the total number of professors of said college and this has been approved by the President), and Si Wan College shall elect one substitute member from the professors of the college. Current holders of chair professorship (National Chair, Outstanding Chair, NSYSU Chair, and Si Wan Chair), and professors who have received the MOST Outstanding Research Award within the last ten years shall elect two substitute members. Elected members who fail to attend the meeting at least twice within a period of one year (except when the said members are teaching during the time of meeting, or when they are attending important meetings of MOE or MOST at the same time) shall be disqualified as members upon determination of the UFEC and their vacancy shall be filled by the substitute members of the same gender from the same college or chair professors in sequence according to the votes gained in the original election. The substitute members shall serve only the remaining term of the UFEC membership.

第六條 校教評會業務由人事室兼辦之。

VI. The administrative affairs shall be handled by the Office of Personnel Services.

第七條 有關本辦法第一條所訂定審議之事項，依審定層級分提各系、院、校教評會審議。

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VII. Matters to be reviewed in accordance with Article 1 shall be deliberated by the DFEC, CFEC, and UFEC in sequence.

第八條 教師涉有教師法第十四條、第十五條、第十六條或第十八條所定情事者，依教師法相關規定及程序處置。

VIII. Cases pertaining to faculty members involved in matters stipulated in Article 14, 15, 16, and 18 of “Teachers’ Act” shall be handled in accordance with the relevant regulations and procedure of “Teachers’ Act”.

依前項處置過程中認有調查之必要者，學校得視個案組成調查小組主動進行調查及蒐集相關事證提會妥處。

An ad hoc committee shall be organized, if deemed necessary in handling matters stipulated in the previous paragraph, to preliminarily investigate and collect evidence to be submitted to the faculty evaluation committees.

第九條 有關教師解聘、停聘或不續聘案如事證明確，而系教評會所作之決議與法令規定顯然不合或顯有不當時，院教評會得逕依規定審議變更之。校教評會對院教評會有類此情形者亦同。

IX. In cases concerning the dismissal, suspension, or non-renewal of appointment of faculty, when the evidence is concrete and the decision made by the DFEC is obviously not in conformity with existing laws or regulations or is conspicuously inappropriate, the CFEC shall directly review the case in accordance with regulations. Likewise, the UFEC shall directly review the case in accordance with regulations when the decision made by the CFEC is obviously not in conformity with existing laws or regulations or is conspicuously inappropriate.

第十條 校教評會審議事項依據教育部頒訂及本校訂定相關法令規定辦理。

X. The UFEC shall conduct its meeting in accordance with relevant laws and regulations issued by the Ministry of Education and regulations and guidelines established by NSYSU.

本校各級教評會對於教師聘任、升等、延長服務等事項之審查，應本於專業評量之原則，選任各該專業領域具有充分專業能力之學者專家先行審查，將其結果送請教評會評議。教師評審委員會除能提出具有專業學術依據之具體理由，動搖該專業審查之可信度與正確性外，應尊重學者專家之判斷結果。

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Faculty evaluation committees at the department, college, and university levels shall elect, based on the principles of professional assessment, from respective professional areas scholars and experts with sufficient capabilities to conduct the external reviews for cases involving appointment, promotion, or service extension of faculty. Results of the said external reviews shall then be submitted to the faculty evaluation committees of next levels for deliberation. Unless there are concrete reasons based on academic standards to question the credibility and correctness of the external reviews, the faculty evaluation committees shall respect the assessment outcomes by the scholars and experts of external reviews.

教師因不服教評會之處置，依法提起行政救濟，經申訴受理機關或其他救濟機關要求依相關法令規定辦理，系所(教育中心、學位學程)教評會或院教評會仍不辦理者，經同一教師申訴受理機關或救濟機關再判定違法者，得逕由高一級之教評會重為審查。

Faculty members who disagree with resolutions of the faculty evaluation committees may file grievance for administrative remedy according to law. The appeal handling agency or other remedy agency shall require the DFEC or CFEC to handle the case in accordance with relevant laws and regulations. If the DFEC or CFEC refuses to act accordingly, the faculty evaluation committee of next level shall directly re-deliberate the case after the said appeal handling agency or remedy agency decides the refusal to be illegal.

第十一條 校教評會會議不定期舉行，開會時對於教師聘任之審議應有全體委員二分之一以上之出席，並經出席委員三分之二以上之同意，始得通過，但審議教師升等及教師解聘、停聘、不續聘等案件，應有全體委員三分之二以上之出席，並經出席委員三分之二以上之同意，始得通過；其他議案應以全體委員二分之一以上之出席及出席委員過半數以上同意行之。

XI. UFEC meetings shall be convened when necessary. Decisions regarding the appointment of new faculty shall be made with at least one half (1/2) of its members attending and at least two thirds (2/3) of the members present supporting the decision. Decisions regarding the rank promotion of professorship and any dismissal, suspension, or non-renewal of appointment shall be made by a UFEC meeting with at least two thirds (2/3) of its members attending and with at least two thirds (2/3) of them voting in favor. Decisions

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regarding other issues shall be made in a UFEC meeting with at least one half (1/2) of its members attending and at least one half (1/2) of the members present in favor of the decision.

案件通過後並作成紀錄送請校長核備，校長於接到紀錄時，如認定決議案不適當或審議程序具有明顯瑕疵，應敘明具體理由於十日內向校教評會提出覆議。該覆議案若為重要議案時，校教評會須於覆議案提出十四日內開會討論；餘則於下次教評會開會時審議。召開覆議案時，應有全體委員三分之二以上出席，並經全體委員二分之一以上同意，維持原決議，或校長未在規定期間內提出覆議，決議案自動生效。惟校長對同一案提起覆議，同一學期以一次為限。

Meeting minutes of approved cases shall be delivered to the President for authorization. The President may file a second review request along with concrete reasons to the UFEC within ten (10) days from the day of receiving the minutes if the President deems the resolution of the approved cases inappropriate or the deliberation procedure demonstrates obvious flaw. When the said second review concerns cases with major consequence, the UFEC shall convene a meeting and deliberate within fourteen (14) days from the day of receiving the request. Other cases shall be deliberated on the next scheduled UFEC meeting. The original resolution shall be sustained if the second review meeting is attended by at least two thirds (2/3) of the UFEC members with at least one half (1/2) of the members present supports the original resolution. The original resolution shall be effective if the President fails to file a second review request within the specified period. The President may only file a second review request on the same case once within a semester.

第十二條 校教評會委員對於評審案件涉及本人、配偶、三親等內之血親、姻親、有個人利害關係者或於審議教師聘任、升等、延長服務等資格審查案件時，不得低階高審，應自行迴避，不得參與評審或表決。

XII. Members of the UFEC shall recuse themselves from deliberation or vote casting if the case under review concerns the members themselves, their spouses, relatives by blood or by marriage within the third degree, or personal interests in the matters deliberated. Members of the UFEC with lower professorship rank than those being evaluated shall recuse themselves from deliberation or vote casting in cases pertaining to qualification evaluation of

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appointment, promotion, or service extension.

有具體事實足認校教評會委員對於評審案件有偏頗之虞者，申請人得向校教評會申請該委員迴避，並應舉其原因事實。

Faculty may file a request with substantial facts and reasoning for the recusing of certain UFEC members if there are specific instances causing concerns that the said members may be biased in reviewing the faculty's case.

委員未自行迴避者，主席得經校教評會決議，請該委員迴避。

The chairperson may, after the resolution of the UFEC, recuse members who should but fail to do so themselves.

委員中有前三項應行迴避之情事者，不計入出席委員人數。

A total number of members of UFEC in attendance shall discount the number of members who meet conditions of the preceding three Paragraphs of this Article combined.

院、系教評會得比照前四項規定辦理。

The proceedings of CFEC and DFEC shall follow the regulations stipulated in the preceding four Paragraphs of this Article.

第十三條 校教評會開會時，得邀請有關人員列席說明。

XIII. Relevant personnel may be invited to attend the UFEC meeting for explanatory information.

校教評會必要時，得推派委員三人，委員於詳閱卷證、研析事實及應行適用之法規後，向教評會提出報告。

Three members of the UFEC may be elected when necessary to peruse relevant documents and evidence, to analyze the facts, and to determine applicable laws and regulations. The three members of UFEC shall then submit a report to the UFEC meeting.

第十四條 本辦法經校教師評審委員會及校務會議通過後實施，修正時亦同。

XIV. These regulations have been approved by the University Faculty Evaluation Committee and University Council for implementation. Amendments to these regulations shall follow the same procedure.

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