

# 國立東華大學人文社會科學學院教師評審委員會設置要點

## NATIONAL DONG HWA UNIVERSITY College of Humanities and Social Sciences Guidelines for the Establishment of the Faculty Evaluation Committee (Implemented March 21, 2018.)

- 一、 國立東華大學人文社會科學學院（以下簡稱本院），為審議有關本院教師之聘任、聘期、升等、停聘、不續聘、解聘、資遣原因認定、借調、延長服務、出國講學、研究進修及教授休假、其他依法應審議之事項等相關事宜，設置「國立東華大學人文社會科學學院教師評審委員會」（以下簡稱本委員會），並訂定「國立東華大學人文社會科學學院教師評審委員會設置要點」（以下簡稱本要點）。

Article I The National Dong Hwa University (hereinafter referred to as NDHU) College of Humanities and Social Sciences (hereinafter, the College) has established the College Faculty Evaluation Committee (hereinafter, this Committee) and the Guidelines for the Establishment of the Faculty Evaluation Committee (hereinafter, the Guidelines) to review the employment, term of employment, promotion, suspension, discontinuation of employment, dismissal, reason for dismissal, temporary transfer, extension of service, lectures abroad, and academic or sabbatical leave of College faculty, and other relevant issues that require committee review.

- 二、 本委員會置委員若干人，具正教授資格之人數應過半，其中本院院長、副院長為當然委員。其他委員產生方式及相關規定如下：
- (一) 每一系所依自訂辦法，推選該系所專任副教授以上教師乙名擔任（含候補委員若干人）。
  - (二) 以辦理普選方式產生代表兩名，具體規定為：
    1. 選舉人：本院全體專任教師（含專案教師）。
    2. 候選人：本院專任副教授以上教師（不含專案教師），惟本委員會當然委員及前款規定由系所推選產生者除外。
    3. 其他規定：
      - (1) 除院長所屬系所外，任一系所之委員總數不得超過兩名；副院長所屬系所除推選乙名教師外，不再經由普選產生委員。
      - (2) 借調及留職停薪者不列入普選委員候選名單。
      - (3) 普選委員任期為一學年，連選得連任至多二次。連任普選委員三年或累計擔任普選委員五次者，自次年起二年不列入普選委員候選名單。
      - (4) 選舉採半額連記方式進行。
      - (5) 未獲得票者不得當選。
      - (6) 同時產生候補普選委員若干人（依序），須辦理普選委員資格更替時，應參考原選舉結果依上述原則遞補之。

審查升等事宜時，委員不得低資高審。

委員符合上述資格之人數不足時或系所無法推選代表時，本院院長應推薦不足人數二倍以上之本校相關領域教師，簽請校長擇聘之。

Article II At least half of the seats on the Board shall be filled by full professors, with the dean and associate dean of the College as ex-officio members. Other committee members shall be chosen in accordance with the following regulations:

A. Each department shall establish their own regulations and appoint two faculty members with the rank of full-time associate professor or above as committee members (a number of alternates shall also be chosen).

B. Additionally, two representatives shall be elected in accordance with the following criteria:

1. Electors: Full-time members of the College faculty (including contract faculty).

2. Candidates: Any member of the College faculty ranked at a position of full-time associate professor or above (excluding contract professors), with the exception of ex-officio members and the aforementioned committee members appointed by their respective departments.

3. Other criteria:

a) The department of which the dean is a member excepted, the number of committee members shall not exceed two per department. The department of which the associate dean is a member shall be limited to the two appointed members and shall not nominate additional candidates.

b) Faculty members under secondment or paid leave shall not be listed as candidates.

c) Elected members shall serve for a term of one academic year, and may be reelected for a maximum of two terms. Reelected committee members who have served for three consecutive years or a total of five terms shall be removed from the list of candidates for the following two years.

d) Elections shall be held under limited voting.

e) Candidates who received no votes shall not be elected.

f) Alternates shall also be chosen (and ranked) in the election. In the event that a replacement is required for any elected committee member, the Committee shall refer to the original election results and fill the vacant seat in accordance with the preceding regulations.

When reviewing the promotion of faculty members, committee members of lower academic rank shall not participate in the vote.

If the College is short of faculty members who meet the preceding qualifications or if the departments are unable to appoint representatives, the dean shall recommend more than twice as many other NDHU faculty members working in related fields of study as the number of vacant seats on the Committee to the president for authorization.

三、 本委員會由本院院長擔任主席，若院長無法出席或迴避時，由副院長擔任主席。若院長、副院長同時無法出席或迴避時，由其他與會委員互推一人擔任主席。

本委員會應有委員三分之二以上之出席，始得開會。出席委員三分之二以上同意，始得決議。出席委員應行迴避者，於決議時不計入該案件之出席人數。委員應親自出席，不得委託他人代表出席；若委員連續三次不出席者，視同放棄職權，應依照規定遞補之，遞補者任期至原委員任期屆滿為止。

Article III The chairship of this Committee shall be held by the dean of the College. If the dean is unable to attend or is recused, the associate dean shall fill the dean's seat as the deputy chair. If both the dean and associate dean are unable to attend or are recused, the Committee shall appoint one committee member as deputy chair.

Meetings of this Committee may only be convened if more than two thirds of its members are in attendance. Decisions may only be made if more than two thirds of the committee members agree. Committee members who are recused shall not be counted as attending members. Committee members shall attend the meetings in person and may not be represented by another person; if a committee member is not present at three consecutive meetings, the absence shall be considered a renouncement of their authority and the member shall be replaced with an alternate member until the end of their term.

四、 有關教師之解聘、停聘、不續聘或其他重大事由案如事證明確，而系、所教評會所做之決議與法令規定顯然不合或顯有不當時，本委員會得逕依規定審議變更之。

Article IV In the event of the dismissal, suspension, discontinuation of employment, or other major action against a faculty member, the Committee shall enjoy the right to review and revise any decision made by a departmental or institutional faculty evaluation committee in accordance with regulations, if the decision in question is clearly inappropriate or in violation of the relevant regulations, and clear supporting evidence can be presented to this effect.

五、 本委員會開會時，得視需要邀請有關人員列席報告或說明。

Article V Other relevant personnel may be invited to attend Committee meetings as deemed necessary.

六、 本委員會表決原則上以無記名投票為之，審議結果應作成會議紀錄，依行政程序陳送。

Article VI Voting on this Committee shall be conducted via secret ballot. Results shall be included in the meeting minutes and submitted for inclusion in the record according to administrative procedures.

七、 本要點未盡事項，悉依相關規定辦理。

Article VII For issues not addressed in these Guidelines, refer to other relevant regulations.

八、 本要點經本院院務會議通過，報請校教評會審議，陳請校長核定後實施。

Article  
VIII

These Guidelines shall be implemented following approval at the College's Collegiate Affairs Meeting, review by the NDHU Faculty Evaluation Committee, and authorization by the president.