

# 國立中興大學教師聘任暨升等辦法

## NATIONAL CHUNG HSING UNIVERSITY Regulations for Faculty Appointments and Promotions

- 92年6月13日第44次校務會議修正(第3、5、7至8、16至18、21、23條)  
June 13, 2003—Amended by the 44th University Affairs Meeting (Articles 3, 5, 7 to 8, 16 to 18, 21, and 23)  
94年5月13日第48次校務會議修正(第7、22條)  
May 13, 2005—Amended by the 48<sup>th</sup> University Affairs Meeting (Articles 7 and 22)  
95年5月5日第50次校務會議修正(第3、7、10、12、14至17、19條)  
May 5, 2006—Amended by the 50<sup>th</sup> University Affairs Meeting (Articles 3, 7, 10, 12, 14 to 17, and 19)  
96年5月11日第52次校務會議修正(第3、7條)  
May 11, 2007—Amended by the 52<sup>nd</sup> University Affairs Meeting (Articles 3 and 7)  
96年10月3日96學年度第1次臨時校務會議修正(第3條)  
October 3, 2007—Amended by the 1<sup>st</sup> Interim University Affairs Meeting of Academic Year 2007-08(Article 3)  
96年12月7日第53次校務會議修正(第3、19-1條)  
December 7, 2007—Amended by the 53<sup>rd</sup> University Affairs Meeting (Articles 3 and 19-1)  
97年5月9日第54次校務會議修正(第3、4、10至11、18至22條)  
May 9, 2008—Amended by the 54<sup>th</sup> University Affairs Meeting (Articles 3, 4, 10 to 11, and 18 to 22)  
98年5月8日第56次校務會議修正(第3條)  
May 8, 2009—Amended by the 56<sup>th</sup> University Affairs Meeting (Article 3)  
98年12月11日第57次校務會議修正(第3、4、6、10至11、18至20、22條)  
December 11, 2009—Amended by the 57<sup>th</sup> University Affairs Meeting (Articles 3, 4, 6, 10 to 11, 18 to 20, 22)  
99年5月14日第58次校務會議修正(第9條)  
May 14, 2010—Amended by the 58<sup>th</sup> University Affairs Meeting (Article 9)  
99年12月10、13日第59次校務會議修正(第10、19條)  
December 10 and 13, 2010—Amended by the 59<sup>th</sup> University Affairs Meeting (Articles 10 and 19)  
100年12月12日第61次校務會議延續會修正(第3、6、13、16、19、21條)  
December 12, 2011—Amended by the reconvened 61<sup>st</sup> University Affairs Meeting (Articles 3, 6, 13, 16, 19, and 21)  
101年5月11日第62次校務會議修正(第3、21、22條)  
May 11, 2012—Amended by the 62<sup>nd</sup> University Affairs Meeting (Articles 3, 21, and 22)  
102年5月10日第65次校務會議修正(第3、4條)  
May 10, 2013—Amended by the 65<sup>th</sup> University Affairs Meeting (Articles 3 and 4)  
102年10月18日第66次校務會議修正(第17、22條)  
October 18, 2013—Amended by the 66<sup>th</sup> University Affairs Meeting (Articles 17 and 22)  
102年12月13日第67次校務會議修正(第21條)  
December 13, 2013—Amended by the 67<sup>th</sup> University Affairs Meeting (Article 21)  
103年5月9日第69次校務會議修正(第3、8、19、22條)暨103年5月30日第69次校務會議延續會修正(第3、7條)  
May 9, 2014—Amended by the 69<sup>th</sup> University Affairs Meeting (Articles 3, 8, 19, and 22)  
May 30, 2014—Amended by the reconvened 69<sup>th</sup> University Affairs Meeting (Articles 3 and 7)  
104年5月8日第72次校務會議修正(第3、21條)  
May 8, 2015—Amended by the 72<sup>nd</sup> University Affairs Meeting (Articles 3 and 21)  
104年12月11日第73次校務會議修正(第3、21條)  
December 11, 2015—Amended by the 73<sup>rd</sup> University Affairs Meeting (Articles 3 and 21)  
105年5月13日第75次校務會議修正(第4、6、20、21條)  
May 13, 2016—Amended by the 75<sup>th</sup> University Affairs Meeting (Articles 4, 6, 20, and 21)  
106年5月12日第77次校務會議修正(第3、4、7、8、19、21、22條)  
May 12, 2017—Amended by the 77<sup>th</sup> University Affairs Meeting (Articles 3, 4, 7, 8, 19, 21, and 22)  
106年12月8日第79次校務會議修正(第24、25條)  
December 8, 2017—Amended by the 79<sup>th</sup> University Affairs Meeting (Articles 24 and 25)  
107年12月7日第83次校務會議修正(第6、7條)  
December 7, 2018—Amended by the 83<sup>rd</sup> University Affairs Meeting (Articles 6 and 7)  
110年4月23日第92次校務會議修正(第21、22條)  
April 23, 2021—Amended by the 92<sup>nd</sup> University Affairs Meeting (Articles 21 and 22)  
110年6月4日第93次校務會議修正(第3條)  
June 4, 2021—Amended by the 93<sup>rd</sup> University Affairs Meeting (Article 3)  
110年12月24日第95次校務會議修正(第3、6、19-1、21條)  
December 24, 2021—Amended by the 95<sup>th</sup> University Affairs Meeting (Articles 3, 6, 19-1, and 21)  
113年10月25日第106次校務會議修正(第3條)  
**October 25, 2024—Amended by the 106<sup>th</sup> University Affairs Meeting (Articles 3)**

## 第一章 總 則

### Chapter I General Provisions

第一條 本辦法依據本校組織規程第三十三條及有關法令規定訂定之。

Article 1 These Regulations have been formulated in accordance with Article 33 of the *Organizational Charter* of National Chung Hsing University (hereinafter, NCHU or “the University”) and applicable law.

第二條 本大學各級教師之聘任及升等，除法令另有規定外，依本辦法辦理之。

Article 2 Unless otherwise stipulated by law, appointments and promotions of NCHU faculty members at all academic ranks shall be subject to these Regulations.

第三條 各系所（室、中心、學位學程）單位新聘教師，依其員額屬性為各學院（室、中心、獨立學位學程）員額或學校競爭型員額；各學院員額由所屬系所教師二分之一以上（含）同意或經院級新聘教師甄選委員會同意、學校競爭型員額經校級新聘教師甄選委員會同意後，始得送該單位教師評審委員會（以下簡稱教評會）審議。但中央研究院院士、或曾獲科技部傑出獎、特約研究人員獎、教育部學術獎、國家講座、傑出人才發展基金會傑出人才講座、吳大猷獎、中央研究院年輕學者研究著作獎、國內外其他公認學術成就卓著獎項等傑出學者得免經新聘教師甄審委員會。由學院聘任之教師（以下簡稱院聘教師）比照辦理。

校級新聘教師甄選委員會由學校教師員額管理小組委員組成之。院級新聘教師甄選委員會委員五至七人，院長為當然委員，其餘委員由院教評會推薦二倍名額之傑出學者或具學術聲望教授陳請校長聘任之。非屬學院（生物科技發展中心、前瞻理工科技研究中心、通識教育中心、人文社會科學前瞻研究中心、師資培育中心、體育室、獨立學位學程）之院級新聘教師甄選委員會置委員五至七人，由各中心、室主任、獨立學位學程主任為當然委員外，其餘委員由院級教評會推薦二倍名額之傑出學者或具學術聲望教授陳請校長聘任之。

教師之新聘、升等及改聘，由院（室、中心、獨立學位學程）辦理著作外審（實質審查），本校著作送審準則另訂之。惟符合下列資格條件之一，且不送審教師證書者，得免外審：

- 一、符合第一項之傑出學者、新聘至本校擔任主管職務或兼任教師，已具有教育部頒同等級大學教師證書。
- 二、現任中央研究院特聘研究員、研究員、副研究員擬聘為兼任教師。
- 三、聘任語言課程之兼任講師、助理教授，聘任通識課程之兼任教師或聘任以外語授課且具碩士學位之本校博士生為兼任教師者。
- 四、新聘具有擬聘等級教師證書及國內醫師證書之主治醫師為臨床醫學專、兼任教師。

新聘具擬聘等級教師證書及二年以上教學經驗之兼任語言教師，或聘任具課程相關實務經驗二年以上之通識課程兼任教師，或新聘以外語授課且具碩士學位之本校博士生為兼任教師，或新聘具有二年以上主治醫師經歷之臨床醫學專、兼任教師，得免送著作。

已具教育部核發之擬聘等級教師證書且符合第一項之傑出學者、新聘本校一級主管、醫學院以借調方式由本校合作之教學醫院人員擔任系所主管，且經提聘系（所）務會議過半數同意者，得依行政程序逕送校教評會審議。另新聘具擬聘等級教師證書之兼任教師或未具擬聘等級教師證書，惟具第三項免外審規定之兼任教師得經系級及院級教評會審議通過後，送校教評會備查。

教師之新聘、改聘、升等及延長服務，應經系級、院級教評會委員三分之二以上出席及參加表決委員三分之二以上通過後，再經校級教評會委員三分之二以上出席及參加表決委員過半數通過後，報請校長核聘。院聘教師之新聘、改聘、升等及延長服務免經系級教評會評審。

Article 3 Faculty members newly appointed by an NCHU academic unit (department/institute, office, center, or degree program) may be appointed to faculty positions specific to the associated unit (college, office, center, or independent degree program) or to positions common to the entire University. To appoint a faculty member to a position in the associated unit, approval must be obtained from one-half or more of the academic unit's faculty members or from the college-level New Faculty Appointment Selection Committee; to appoint a faculty member to a common position, approval must be obtained from the university-level New Faculty Appointment Selection Committee. Upon receipt of approval, faculty appointment requests may be submitted to the unit's Faculty Evaluation Committee for deliberation. However, exemption from New Faculty Appointment Selection Committee review may be granted to outstanding scholars who have been elected as an academician of Academia Sinica or who have received an Outstanding Research Award or Contract Researcher Award from the Ministry of Science and Technology, an Academic Award or National Professorship from the Ministry of Education, an Outstanding Scholar Award from the Foundation for the Advancement of Outstanding Scholarship, a Ta-You Wu Memorial Award, an Academia Sinica Research Award for Junior Research Investigators, or other academic excellence awards from noted domestic/international organizations. The same shall apply to faculty members appointed by NCHU colleges.

The university-level New Faculty Appointment Selection Committee shall consist of the members of the NCHU Faculty Position Management Board. A college-level New Faculty Appointment Selection Committee of an NCHU college shall consist of five to seven members. The dean of the given college shall serve as ex officio member of the committee, and the remaining members shall be selected and appointed by the President from among outstanding scholars and academically accomplished professors recommended by the college's Faculty Evaluation Committee, with the number of recommended candidates being twice the number of available positions. A college-level New Faculty Appointment Selection Committee of a non-college NCHU unit (the Biotechnology Center, i-Center for Advanced Science and Technology, Center for General Education, Advanced Research Center for Humanities and Social Sciences, Center for Teacher Education, Office of Physical Education and Sports, or an independent degree program) shall consist of five to seven members. The director of the non-college unit (center / office / independent degree program) shall serve as the ex officio member of the committee, and the remaining members shall be selected and appointed by the President from among outstanding scholars and academically accomplished professors recommended by the non-college unit's Faculty Evaluation Committee, with the number of recommended candidates being twice the number of available positions.

Every new faculty appointment, faculty promotion, and change of faculty appointment by a college-level unit (college, office, center, or independent degree program) shall require said unit to conduct an external publication review (substantive review). The University's submission guidelines for the review shall be stipulated separately. However, candidates who meet any of the following criteria and whose academic teaching rank accreditation certificate is not required for review may be granted exemption from the external review:

1. Outstanding scholars and academically accomplished professors who are newly

appointed to management positions or as part-time lecturers at NCHU and who have an academic teaching rank accreditation certificate awarded by the Ministry of Education that is appropriate for the proposed academic rank.

2. Current distinguished research fellows, research fellows, and associate research fellows of Academia Sinica who are to be appointed as part-time lecturers at NCHU.
3. Part-time lecturers and assistant professors appointed to teach language courses, part-time instructors appointed to teach general education courses, and NCHU doctoral students with a Master's degree who are appointed as part-time instructors of courses taught in a foreign language.
4. Attending physicians who are newly appointed as full-time or part-time clinical instructors and who hold an academic teaching rank accreditation certificate appropriate for the proposed academic rank as well as a physician's license of the Republic of China (Taiwan).

Submission of publications for review is not required for appointment requests that meet the following criteria: 1) new appointments of part-time language instructors who hold an academic teaching rank accreditation certificate appropriate for the proposed academic rank and who have at least two years of teaching experience; 2) appointments of part-time general education instructors with at least two years of practical experience in a related field; 3) new appointments of NCHU doctoral students with a Master's degree to positions as part-time instructors of courses taught in a foreign language; and 4) new appointments of full-time or part-time clinical instructors with at least two years of inpatient attending experience.

Appointment requests that meet the following criteria shall be directly submitted to the NCHU Faculty Evaluation Committee for deliberation in accordance with the applicable administrative procedures: 1) new appointments of senior administrators who have obtained majority approval in the Department/Institute Affairs Meeting of the appointing unit; 2) appointments of outstanding scholars who meet the criteria set forth in Paragraph 1 and who hold an academic teaching rank accreditation certificate awarded by the Ministry of Education that is appropriate for the proposed academic rank; and 3) secondments of qualified personnel from teaching hospitals affiliated with the university to serve as department chairs or institute directors within the College of Medicine. Additionally, appointment requests for new appointments of part-time instructors who hold an academic teaching rank accreditation certificate appropriate for the proposed academic rank and for part-time instructors who do not hold said certificate but who meet the criteria for exemption from external review as set forth in Paragraph 3 may be submitted to the NCHU Faculty Evaluation Committee for reference upon deliberation and approval by the associated department- and college-level Faculty Evaluation Committees.

Every new faculty appointment, change of faculty appointment, faculty promotion, and extension of a faculty appointment shall require approval from the associated department- and college-level Faculty Evaluation Committees (requires a quorum of two-thirds of all members and a passing vote of two-thirds of the members present), the university-level Faculty Evaluation Committee (requires a quorum of two-thirds of all members and a majority vote in favor), and the President. Requests for new appointments, changes of appointment, promotions, and extensions of appointment for college-appointed faculty shall be exempt from review by the associated department-level Faculty Evaluation Committee.

第四條 本校教師新聘、改聘及升等之資格審查，有違反送審教師資格規定或送審教師資格以外之學術成果涉及嚴重違反學術倫理、抄襲、造假、變造或其他舞弊情事者，依「專科以上學校教師資格審定辦法」、「專科以上學校教師違反送審教師資格規



定處理原則」及本校「教師違反送審教師資格規定處理及違反學術倫理審議辦法」等相關規定處理。

本校「教師違反送審教師資格規定處理及違反學術倫理審議辦法」另定之。

第一項有違反其他法律規定者，依各該有關法律辦理。

送審人經檢舉或發現涉及第一項情事者，不得申請撤回資格審查案，仍應依程序處理。

Article 4 In the event that a violation of the regulations for teacher accreditation is discovered during the review of teacher accreditation qualifications for a new faculty appointment, change of faculty appointment, or faculty promotion, or if the submitted academic achievements are in serious violation of academic ethics (incl. plagiarism, falsification, alteration, or other fraudulent actions), then the *Regulations Governing the Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education*, the *Guidelines for the Handling of Faculty Violations of the Regulations Governing the Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education*, the *NCHU Regulations for the Handling of Violations of Accreditation Regulations for Teacher Qualifications and Academic Integrity*, and other applicable rules and regulations shall apply.

The University's *Regulations for the Handling of Violations of Accreditation Regulations for Teacher Qualifications and Academic Integrity* shall be stipulated separately.

Violations of laws other than those set forth in Paragraph 1 shall be handled in accordance with the applicable laws.

If a candidate is found to have committed a violation in the manner stipulated in Paragraph 1, the request for the accreditation of their qualifications may not be withdrawn and shall be handled in accordance with procedures.

第五條 (刪除)

Article 5 (Revoked)

## 第二章 新聘

### Chapter II New Appointments

第六條 教師之新聘在分配教師名額內為之，以專任為原則，但得以專案教師聘任。

各系、所（室、中心、學位學程）教師新聘案，得提送一名備取人選至校教評會審議通過後聘任，於八月一日或二月一日未獲聘任者即喪失備取資格。

各系、所（室、中心、學位學程）聘請兼任教師，以一位專任教師缺額聘二位或每學年以十八小時授課時數之兼任教師為原則，但以自籌經費聘任之兼任教師得不納入專任教師缺額計算。

Article 6 New faculty appointments shall not exceed the number of available faculty positions. In principle, candidates shall be appointed as full-time faculty members, but may also be appointed as contract instructors.

NCHU departments/institutes, offices, centers, and degree programs seeking new faculty appointments may each submit one waitlisted candidate to the NCHU Faculty Evaluation Committee for deliberation; the candidate will be appointed after approval. Candidates who are not appointed by the first day of August or February shall be dropped from the waitlist.

NCHU departments/institutes, offices, centers, and degree programs seeking the appointment of part-time instructors to fill a full-time faculty position, may, in principle,

appoint two part-time instructors or one part-time instructor with an annual teaching load of 18 hours to the position. However, self-funded appointments of part-time instructors need not count toward the full-time faculty positions filled.

第七條 新聘教師案，應於傳播媒體或學術刊物刊載徵聘資訊，所定之應徵期間至少兩週以上。至本校擔任主管職務或依本辦法第三條第三項聘任之本校博士生，可免公開徵求程序。

擬新聘之編制內專任教師其最高學歷為本校授予者，應於學位取得後曾任其他公私立機構與所習學科有關之專任教學、研究工作、專門職業或職務兩年以上之經歷。惟具有特殊專長或優異表現且經各級教評會審議通過者，不在此限。

Article 7 When positions for new faculty members come open, a recruitment announcement shall be placed in public media or academic publications. The recruitment period must be at least two weeks long. The public recruitment process is not required for appointments to management positions at NCHU or appointments of NCHU doctoral students made in accordance with Article 3, Paragraph 3 of these Regulations.

New candidates for appointment as full-time quota-based faculty members whose highest diploma was awarded by NCHU are required to have at least two years of experience in a full-time teaching/research/professional position related to their field of study at another public or private institution. However, the above shall not apply to candidates with special skills or exceptional performance who are approved by the Faculty Evaluation Committees at all levels of the University.

### 第三章 升 等

#### Chapter III Promotions

第八條 本大學申請升等之各級教師須符合下列之規定：

- 一、講師擬升助理教授者，須曾任講師三年以上，成績優良，有相當於博士論文水準之專門著作。
- 二、助理教授擬升副教授者，須曾任助理教授三年以上，成績優良，並有專門著作。
- 三、副教授擬升教授者，須曾任副教授三年以上，成績優良，有相當於學術獎勵標準之專門著作。

前項所定成績優良，除成績證明外，並得繳交其他學術或專業成就證明文件資料，以為成績優良之證明。

專任教師升等年資同第一項第二至三款且符合下列各款情形之一者，得以技術報告為代表作提出升等：

- 一、近五年內有發明專利且該專利技轉金實收入總額，助理教授擬升等副教授達七十萬元以上、副教授擬升等教授達一百一十萬元以上者。
- 二、近五年內建教合作計畫管理費（扣除對外服務收入及教育部計畫之管理費），助理教授擬升等副教授，累計達一百二十五萬元以上、副教授擬升等教授，累計達二百一十萬元以上者。

專任教師具有優秀之教學實務或創新成果、或在課程、教材、教法、教具、科技媒體運用、評量工具，具有創新、改進或延伸應用之具體研發成果，並能有效提升學生學習成效或於校內外推廣具有重要具體貢獻者，亦得以教學著作或技術報告為代表作提出升等。

各院、系級單位所訂升等條件有更嚴格之規定者，從其規定；另各級教師升等案

仍應符合所屬院、系級單位自訂之基本標準。

教育人員任用條例修正公布（八十六年三月十九日）施行前已取得講師、助教證書之現職人員，如繼續任教而未中斷，得逕依原升等辦法送審。

Article 8 NCHU faculty members of any academic rank must meet the following criteria to apply for a promotion:

1. A lecturer may only be promoted to assistant professor if they have completed at least three years of service as a lecturer, can demonstrate outstanding performance, and have published academic works considered equivalent to a doctoral dissertation.
2. An assistant professor may only be promoted to associate professor if they have completed at least three years of service as an assistant professor, can demonstrate outstanding performance, and have published academic works.
3. An associate professor may only be promoted to professor if they have completed at least three years of service as an associate professor, can demonstrate outstanding performance, and have published academic works that meet the criteria for academic awards.

To demonstrate the aforementioned “outstanding performance,” certificates of achievement and other documentation of academic or professional achievements shall be submitted.

Full-time faculty members whose level of seniority meets the requirements for promotion as set forth in Paragraph 1, Subparagraphs 2 and 3 and who meet any of the following criteria may apply for promotion with a technical report as their representative work:

1. Granted a patent within five years prior to application and is the holder of a technology transfer licensing fee totaling at least NT\$700,000 (for assistant professors seeking promotion to associate professor) or NT\$1.1 million (for associate professors seeking promotion to professor).
2. Has been in charge of handling administrative fees for sponsored projects (excluding external service income and any fees for administrative purposes received from Ministry of Education projects) within five years prior to application totaling at least NT\$1.25 million (for assistant professors seeking promotion to associate professor) or NT\$2.1 million (for associate professors seeking promotion to professor).

Full-time faculty members who can demonstrate outstanding teaching, innovation, or tangible innovative research and development results that improve or expand upon existing curricula, teaching materials, teaching methods, teaching aids, technology/media utilization, or assessment tools and who have effectively improved students' learning outcomes or made major contributions to publicity within and outside of NCHU may submit educational books or technical reports as their representative works when applying for a promotion.

In case of a conflict with the criteria for promotion stipulated by the associated college- and department-level units, the more stringent criteria shall apply. Faculty promotions at all levels of the University shall meet the fundamental standards stipulated by the associated college- and department-level units.

For any current educator who obtained an academic teaching rank accreditation certificate as a lecturer or assistant professor before the amendments to the *Act Governing the Appointment of Educators* came into effect (March 19, 1997), the original regulations for faculty promotions shall apply as long as there has been no interruption in their employment at the University.

第九條 教師升等年資，以在本校任教者為原則，在他校任教年資，經評審會通過者，得

酌予採計。留職留薪或留職停薪或經核准借調仍繼續在校授課者，於升等時，其留職留薪或留職停薪期間年資折半計算，最多採計一年。其借調期間年資最多採計二年，未授課者不予計算。

留職停薪至雙聯學位姐妹校實質授課，經教務處會同國際事務處認定後，得折半計算採計為升等之年資，最多採計一年，不受前項仍須繼續在本校授課之限制。年資之計算至升等生效時為準。

Article 9 In principle, only the number of years of service at NCHU shall count toward the required seniority for faculty promotion; however, the number of years of service at other institutions may count toward seniority after approval by an evaluation committee. During periods of paid/unpaid leave, seniority will be accrued at half the rate for up to one year. If a faculty member is still teaching a course at NCHU during their approved secondment period, up to two years of seniority will be recognized; if no courses are taught by the faculty member during this period, no seniority will be accrued.

If a faculty member on unpaid leave teaches a course at a sister university with which NCHU offers joint degree programs, seniority will be accrued at half the rate for up to one year once verified by the Office of Academic Affairs and Office of International Affairs. In such cases, the requirement of teaching a course at NCHU set forth in the preceding paragraph shall not apply. Seniority shall be accrued up to the effective date of promotion.

第十條 (刪除)

Article 10 (Revoked)

第十一條 各系、所(室、中心、學位學程)對於在該學年度留職留薪、留職停薪超過半年以上，或即將離校達半年以上之教師，不得提出升等。院聘教師亦同。

Article 11 Faculty members of NCHU academic units (departments/institutes, offices, centers, or degree programs) may not request a promotion in a given academic year if they have been on a paid leave in that academic year or an unpaid leave for six months or more in a single academic year or are expected to take a leave from the University of six months or more. The same shall apply to college-appointed faculty.

第十二條 教師之升等應依本辦法第三條之程序審查其教學研究及推廣服務成績，各項目評審標準另訂。

Article 12 The teaching and research performance of candidates for faculty promotion as well as their publicity services shall be reviewed in accordance with the procedures set forth in Article 3 of these Regulations. The review criteria shall be stipulated separately.

第十三條 各級兼任教師之升等資格，除任教年資折半計算外，其餘均參照專任教師辦理。

Article 13 Apart from having faculty seniority equivalent to that granted to full-time instructors with half of their years of service, part-time instructors shall be subject to the same criteria for promotion as full-time faculty members.

#### 第四章 改聘

#### Chapter IV Changes of Appointment

第十四條 (刪除)

Article 14 (Revoked)

第十五條 本大學新聘具博士學位之講師得於到任一年後申請改聘為助理教授，惟不得以該學位論文或相同著作申請改聘。

Article 15 Within one year after their appointment at NCHU, newly appointed lecturers with a



doctoral degree may apply for a change of appointment to assistant professor. However, applications may not be submitted with the dissertation for their doctoral degree or other similar works.

第十六條 教育人員任用條例修正公布（八十六年三月十九日）施行前已取得講師、助教證書之現職人員如繼續任教而未中斷，於取得博士、碩士學位後，得依本校原聘任暨升等辦法（第三十一次校務會議通過）申請改聘為副教授、講師。

前項講師申請改聘為副教授審查未通過者，得申請改聘為助理教授。通過改聘為助理教授者，不得再以該學位論文或相同著作申請改聘為副教授。

Article 16 For any current educator who obtained an academic teaching rank accreditation certificate as a lecturer or assistant professor before the amendments to the Act Governing the Appointment of Educators came into effect (March 19, 1997), the original NCHU Regulations for Faculty Appointments and Promotions shall apply once the educator obtains their Master's and doctoral degrees and if there has been no interruption in their employment at the University.

If a lecturer's application for a change of appointment to associate professor is denied, they may apply for their appointment to be changed to assistant professor instead. Lecturers whose application for a change of appointment to assistant professor is approved may not use the same doctoral degree dissertation or other similar works to apply for their appointment to be changed to associate professor.

第十七條 教師取得教育部頒發之高一等級教師證書，在最近三年內有專門著作者，得改聘為高一等級教師，其著作可免外審。但103年2月1日起新聘專任教師申請改聘者，仍應辦理著作外審。

專任教師曾任與前項改聘後同等級之教師年資不得併計為日後升等之年資。改聘前之著作不得再為日後升等使用。

Article 17 Faculty members who have received a higher-ranking academic accreditation certificate from the Ministry of Education and who have published academic works in the preceding three years may apply for their appointment to be changed to that of a higher academic rank; an external publication review is not required. However, an external publication review shall be required for all full-time faculty members appointed at NCHU on February 1, 2014, or later.

If a full-time faculty member was appointed to their current academic rank through a change of appointment, the number of years they spent in service in their previous position(s) will not count toward seniority when applying for a promotion. Any academic works published before the change of appointment may not be used when applying for a promotion.

第十八條 各系、所（室、中心、學位學程）對於在該學年度留職留薪、留職停薪超過半年以上，或即將離校達半年以上之教師，不得提出改聘。院聘教師亦同。

Article 18 Faculty members of NCHU academic units (departments/institutes, offices, centers, or degree programs) may not request a change of appointment in a given academic year if they have been on a paid leave in that academic year or on an unpaid leave for six months or more in a single academic year or if they expect to take a leave from the University for six months or more. The same shall apply to college-appointed faculty.

## 第五章 附 則

### Chapter V Supplementary Provisions

第十九條 教師新聘、升等、改聘案，由院（室、中心、獨立學位學程）辦理外審，系級教評會與院級教評會逐級分別參考外審結果辦理評審，逐級通過後，將原案最遲於每

年五月底及十一月底前送達人事室，逾期不予受理。校教評會應於六月及十二月完成審查，但新聘案如因教學、研究特殊需要，經逐級審議後，於三月底及九月底前送達人事室者，校教評會得先行審議。院聘教師免經系級教評會評審。

系、院教評會應辦理著作論文、技術報告宣讀或教學實務觀摩，並詳實紀錄評審過程、教評會委員對擬升等與改聘教師所提出之問題、與教師之說明。紀錄應呈送上級教評會參考。

延長服務案應於每年五月底及十一月底前送達人事室辦理。

Article 19 Applications for new faculty appointments, promotions, and changes of appointment shall undergo an external review arranged by the associated college-level unit (college, office, center, or independent degree program). The associated college- and department-level Faculty Evaluation Committees shall take the external review results into consideration in the committee reviews that follow. Upon approval by both committees (in ascending level order), applications shall be forwarded to the Personnel Department by the end of May or November of the given year at the latest. Late submissions will not be accepted. The NCHU Faculty Evaluation Committee shall complete evaluations by June or December but may conduct early evaluations of applications for new appointments with special academic or research requirements that are forwarded to the Personnel Department by the end of March or September. College-appointed faculty are exempt from evaluation by the associated department-level Faculty Evaluation Committee.

College- and department-level Faculty Evaluation Committees shall observe candidates' teaching practice or read their academic papers and technical reports for evaluation, and shall record the evaluation process, the committee members' questions for the evaluated candidates, and the answers given by the candidates in detail. The resulting record shall be submitted to the Faculty Evaluation Committee of the higher level for reference.

Applications for extensions of faculty appointments shall be submitted to the Personnel Department by the end of May or November of each year.

第十九之一條 兼任教師已於本校兼任二學期，每學期任教二學分以上，且申請送審該學期仍在本校兼課者，得經系級、院級、校級三級教評會審議後辦理教師資格審定。惟送審講師者，應有學位論文以外之專門著作。另各單位如有更嚴格之規定時，從其規定。

臨床醫學兼任教師於本校兼任一學期，任教一學分以上者，得依前項規定申請送審教師資格。

Article 19-1 Current part-time faculty members (active in the semester of application submission) who have been appointed in a part-time capacity at NCHU for two semesters or longer and who have taught two credits or more of course(s) during that time may undertake the teacher qualification accreditation process after obtaining approval from the department-, college-, and university-level Faculty Evaluation Committees. However, candidates undertaking such evaluation shall submit academic works other than their dissertation. In case of a conflict with the rules stipulated by the associated units, the more stringent rules shall apply.

The preceding provision for the accreditation of teacher qualifications shall also apply to part-time clinical instructors who have been appointed in a part-time capacity at NCHU for one semester or longer and who have taught one credit or more of course(s) during that time.

第二十條 各級教師評審會議結束應於七日內以書面通知當事人。

教師對於不予升等或改聘情事，認為有疏失時，得於收到各級教評會審議結果通

知後三十日內依本校教師申訴評議委員會組織及評議要點規定提起申訴。各教學單位對教師不予延長服務，認為有疏失時，由各教學單位會同教師提出申訴，教師本人不得自行要求提出。

申訴人不服本校教師申訴評議委員會之評議者，得向教育部中央教師申訴評議委員會提出再申訴。

Article 20 Within seven days of the end of a committee meeting, Faculty Evaluation Committees at all levels of the University shall notify the evaluated candidates in writing of the results. Pursuant to the NCHU *Guidelines for the Organization of the Faculty Grievance Committee and Committee Procedures*, faculty members who believe the rejection of their application for a promotion or change of appointment to be an erroneous decision may file an appeal within 30 days of receiving their evaluation result from a Faculty Evaluation Committee at any level of the University. If the rejection of an extension of faculty appointment is considered to be erroneous by an NCHU academic unit, the unit may file an appeal against the decision on behalf of the faculty member in question, who may not file the appeal on their own.

If an appellant is not satisfied with the decision made by the University's faculty grievances committee, a second appeal may be filed with the Teacher Grievances Committee of the Ministry of Education.

第二十一條 專任教師之續聘，經聘任單位教評會審議後，將名冊送人事室陳請校長核定後續聘。其有解聘、停聘、不續聘及資遣者，應依教師法規定之程序辦理。院聘教師之解聘、停聘、不續聘及資遣免經系級教評會審議。

兼任教師之續聘應經聘任單位教評會委員三分之二以上出席及參加表決委員三分之二以上通過後再依行政程序辦理，連續二年未在本校授課，再聘時依新聘程序辦理；原專任教師（含退休教師）轉為兼任教師者，須經聘任單位教評會委員三分之二以上出席及參加表決委員二分之一以上同意後再依行政程序辦理，續聘時亦同。

本校專任教師申請轉聘，依本校「專任教師轉聘作業要點」規定辦理。

Article 21 The Faculty Evaluation Committee of the appointing unit shall evaluate the appointment renewals of its full-time faculty members before submitting a list of all candidates for renewal of appointment to the Personnel Department, which shall forward the list to the President for approval. Dismissals, suspensions, or non-renewals of appointment of faculty members shall be handled in accordance with the provisions of the Teachers' Act. Dismissals, suspensions, discharges, and non-renewals of appointment of college-appointed faculty are exempt from evaluation by the associated department-level Faculty Evaluation Committee.

Appointment renewals of part-time faculty members shall require approval from the Faculty Evaluation Committee of the appointing unit—which requires a quorum of two-thirds of all members and a passing vote of two-thirds of the members present—before the applicable administrative procedures may be undertaken. Appointments of part-time faculty members who have not taught at the University for two consecutive years shall be handled in accordance with the procedures for new faculty appointments. Changes from full-time to part-time appointments (including of retired faculty members) shall require approval from the Faculty Evaluation Committee of the appointing unit—which requires a quorum of two-thirds of all members and a passing vote of two-thirds of the members present—before the applicable administrative procedures may be undertaken; the same shall apply to their appointment renewals.

Transfer applications from NCHU full-time faculty members shall be handled in accordance with the University's *Operational Guidelines for Transfers of Full-time Faculty Members*.

第二十二條 (刪除)

Article 22 (Revoked)

第二十三條 本辦法所稱室、中心等非隸屬於學院之教學單位，其位階比照系、所。

Article 23 Academic units not affiliated with an NCHU college (e.g., offices and centers) as mentioned in these Regulations shall be considered the equivalent of NCHU departments and graduate institutes in the University's hierarchy.

第二十四條 本辦法有關送審教師資格審定未盡事宜，悉依專科以上學校教師資格審定辦法及專科以上學校教師違反送審教師資格規定處理原則及相關規定辦理。

Article 24 Matters concerning the accreditation of teacher qualifications that are not addressed herein shall be subject to the Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education, the Guidelines for the Handling of Faculty Violations of Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education, and other applicable rules and regulations.

第二十五條 本辦法經校務會議通過後，由校長發佈實施，修正時亦同。

Article 25 These Regulations come into effect upon approval by the University Affairs Meeting and promulgation by the President's Office. The same shall apply when amendments are made hereto.