**國立中興大學文學院教師升等、新聘暨改聘評審辦法**

**National Chung Hsing University College of Liberal Arts Regulations for the Review of Faculty Promotion, Recruitment, and Reappointment**

95年2月22日院務會議修訂通過

Amended and approved at the College Affairs Council meeting on Feb 22, 2006, academic year 95

95學年第1次院務會議通過（95.11.16）

Approved at the 1st College Affairs Council meeting on Nov 16, 2006, academic year 95

96學年度第2次院務會議通過第4,8條（97.01.23）

Approved Articles 4 and 8 at the 2nd College Affairs Council meeting on Jan 23, 2008, academic year 96

96學年度第3次院務會議修訂第8條（97.03.05）

Amended Article 8 at the 3rd College Affairs Council meeting on Mar 5, 2008, academic year 96

97學年度第2次院務會議修訂第2、8條、刪除第3條（98.02.10）

Amended Articles 2 and 8, and removed article 3 at the 2nd College Affairs Council meeting on Feb 10, 2009,

academic year 97

98學年度第1次院務會議修訂第8條（98.09.08）

Amended Article 8 at the 1st College Affairs Council meeting on Sep 8, 2009, academic year 98

98學年度第3次院務會議修訂第8條（98.12.15）

Amended Article 8 at the 3rd College Affairs Council meeting on Dec 15, 2009, academic year 98

98學年度第1次臨時院務會議修訂第4條（99.05.28）

Amended Article 4 at the 1st Extraordinary College Affairs Council meeting on May 28, 2010, academic year 98

99學年度第2次院務會議修訂第8條（100.03.16）

Amended Article 8 at the 2nd College Affairs Council meeting on Mar 16, 2011, academic year 99

102學年度第1次院務會議修正通過全份條文（102.10.30）

Amended and approved all Articles at the 1st College Affairs Council meeting on Oct 30, 2013, academic year 102

中華民國103年11月5日103學年度第1次院務會議修正通過（第3至4、6至12條）

Amended and approved Articles 3, 4, and 6 to 12 at the 1st College Affairs Council meeting on Nov 5, 2014,

academic year 103

中華民國104年5月26日103學年度第4次院務會議修正通過（第4條）

Amended and approved Article 4 at the 4th College Affairs Council meeting on May 26, 2015, academic year 103

中華民國106年6月14日105學年度第3次院務會議修正通過（第2、3、4、5、6、9、10條）

Amended and approved Articles 2, 3, 4, 5, 6, 9, 10 at the 3rd College Affairs Council meeting on Jun 14, 2017,

academic year 106

中華民國110年10月13日110學年度第1次院務會議修正通過（第3條）

Amended and approved Article 3 at the 1st College Affairs Council meeting on Oct 13, 2021, academic year 110

中華民國111年1月5日110學年度第2次院務會議修正通過（第6條）

Amended and approved Article 6 at the 2nd College Affairs Council meeting on Jan 5, 2022, academic year 111

 中華民國112年12月26日112學年度第3次院務會議修正通過（第3、7條）

Amended and approved Article 3,7 at the 3rd College Affairs Council meeting on Dec 26, 2023, academic year 112

1. 本辦法依據「國立中興大學教師聘任暨升等辦法」及「國立中興大學教師升等評審標準暨聘任升等著作送審準則」，並參酌本院特性訂定之。
2. These regulations are enacted in accordance with the “Regulations for Faculty

Recruitment and Promotion at National Chung Hsing University” and the “Standards for Faculty Promotion Assessment and Regulations for the Submission of Recruitment and Promotion Publications at National Chung Hsing University”, while considering the qualities of this college.

1. 專業技術人員之聘任，由本院教評會依據本校「聘任專業技術人員擔任教學要點」審查之。
2. The recruitment of professional technicians shall undergo reviews by the College-level Faculty Evaluation Committee in accordance with the “Guidelines for the Recruitment of Professional Technicians as Teachers”.
3. 本院各系、所、中心及學位學程擬新聘教師，須依本院「新聘教師資格審查程序」辦理，並依其員額屬性經本院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「系級教評會」)審議。

擬升等、新聘或改聘之專任教師，其學術研究成果必須符合各系、所、中心及學位學程訂定之基本標準，擬升等教師須符合本校教師聘任暨升等辦法升等年資之規定，方得提出申請。

專任教師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。

院聘教師之升等、新聘、改聘及延長服務悉依本校「教師聘任暨升等辦法」及本辦法相關規定辦理，免經系級教評會評審。

1. Proposed new faculty of each department/institute/center/degree program at this college is dealt with by the “The Review Procedures for the Qualifications of the New Faculty” and permitted by the New Faculty Selection Committee of this college according to staff number before submitted to the Faculty Evaluation Committee (hereinafter referred to as “Department-level Faculty Evaluation Committee”) of its unit for deliberation.

The academic research achievements of full-time faculty members applying for promotion, new appointments, or changes in appointment must meet the basic standards established by their respective departments, institutes, centers, or degree programs. Faculty members applying for promotion must also comply with the seniority requirements for promotion stipulated in the university's Regulations for Faculty Appointments and Promotions before submitting their application.

Full-time faculty members who meet any of the following conditions 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.

The promotion, recruitment, reappointment, and extension of service of college appointed faculty shall conform with the “Regulations for Faculty Recruitment and Promotion” of this university and the related regulations, without being reviewed by the Department-level Faculty Evaluation Committee.

1. 教師之新聘、升等及改聘，由本院依本校「教師升等評審標準暨聘任升等著作送審準則」辦理著作外審 (實質審查)。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、符合本校「教師聘任暨升等辦法」第三條第三項規定者。

二、教師已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，擬申請改聘為高一等級教師者。但一百零三年二月一日起新聘專任教師申請改聘者，仍應辦理著作外審。惟專任教師曾任與前述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。

新聘兼任語言教師具擬聘等級教師證書及二年以上教學經驗者，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者，得免送著作。

1. The college shall follow the “Standards for Faculty Promotion Assessment and Regulations for the Submission of Recruitment and Promotion Publications” of the university for faculty recruitment, promotion, and reappointment to handle external reviews of written works (due diligence). Those applied to one of the following qualifications and are not submitting for teacher certificate can be exempt from external reviews:
2. Apply to Paragraph 3, Article 3 of the “Regulations for Faculty Recruitment and Promotion”.
3. Teachers that have already acquired a freshman-level teacher certificate (senior high school) issued by the Ministry of Education, completed academic work(s) within the past three years, and are planning to apply for reappointment as a freshman teacher. However, from Feb 1st, 2014, newly recruited full-time teachers who apply for reappointment shall also undergo external reviews for their works. Only the tenure of the full-time teachers who used to work at the same level with those reappointed aforesaid cannot be combined into the tenure for promotion in the future. The written works before reappointment cannot be used for promotion later on.

The new faculty doubling as language teachers who owns a teacher certificate at the level of recruitment and at least two years of teaching experience, or part-time teachers in general education with at least two years of course-related practical experience, or the new faculty who owns a master’s degree while being a doctoral student of this university and instruct in a foreign language as part-time teachers, can be exempt from submitting their publications.

1. 教師新聘及改聘案之著作外審，如三年內甫獲國內外博士學位者，其取得前一等級教師資格之後之學術研究成績，得參酌其博士論文酌量給分。

教師新聘、升等或改聘案外審總評結果依本校「教師升等評審標準暨聘任升等著作送審準則」第六條規定辦理。

1. With regards to the external reviews of faculty recruitment and reappointment, if one receives a doctoral degree, domestic or foreign, within three years, his or her dissertation can be a reference for the academic research score after obtaining the previous level of teaching qualification.

The overall external review outcome of faculty recruitment, promotion, or reappointment cases shall be dealt with by Article 6 of the “Standards for Faculty Promotion Assessment and Regulations for the Submission of Recruitment and Promotion Publications”.

1. 本院教評會召開前，應公開展示申請升等或改聘教師之著作，並會同相關系所邀請該教師，舉行著作論文發表、技術報告宣讀或教學實務觀摩。院教評會開會時得邀請該教師與相關人員列席。申請人提出升等或改聘時，得同時提出迴避名單至多三人，並敘明理由，本院辦理外審時不得送請迴避名單上之人員審查。惟前述申請迴避之理由須符合本院「教師著作外審委員產生要點」第五點及「教育部辦理專科以上學校教師著作審查委員遴選原則」、「專科以上學校教師違反送審教師資格規定處理原則修正規定」等相關迴避規定。
2. Before convening the College-level Faculty Evaluation Committee, the publications from those applying for promotion or reappointment shall be publicly displayed. The college and relevant departments jointly shall invite the teacher to hold a manuscript presentation, technical report, or practical teaching demonstration. The teacher and relevant staff can be invited to attend the College-level Faculty Evaluation Committee meeting. When applicants submit for promotion or reappointment, up to three avoided reviewers can be chosen, with reasons explained. The reviewers on the avoided list shall not conduct external reviews. However, the reasons for submitting avoidance must conform to Point 5 of the “Guidelines for Composing the External Review Committee for Faculty Publications”, and the “Ministry of Education Selection Principles for the Review Committee of Faculty Publications for Junior College or Above”, and “Revised Principles for the Faculty in Violation of the Regulations for Submission Qualifications for Junior College or Above” and other related regulations from the college.
3. 本院教評會評審教師升等案，應悉照本校「教師升等評審標準暨聘任升等著作送審準則」第二條之規定項目辦理評審。前述各評審項目計分標準如下：

一、代表著作以學術著作送審:

(一)教學：佔百分之四十。

(二)研究：佔百分之四十。

(三)服務與合作：佔百分之二十。

二、代表著作以教學著作送審:

(一)教學：佔百分之五十。

(二)研究：佔百分之三十。

(三)服務與合作：佔百分之二十。

三、代表著作以技術報告送審:

(一)教學：佔百分之二十。

(二)研究：佔百分之四十。

(三)服務與合作：佔百分之四十。

1. When the College-level Faculty Evaluation Committee reviews promotion cases, Article 2 of the “Standards for Faculty Promotion Assessment and Regulations for the Submission of Recruitment and Promotion Publications” at the university shall be followed. Scoring criteria of the aforementioned review categories are as follows:

1. Representative work submitted for review as an academic publication:

(1) Teaching: 40%.

(2) Research: 40%.

(3) Service and cooperation: 20%.

2. Representative work submitted for review as a teaching publication:

(1) Teaching: 50%.

(2) Research: 30%.

(3) Service and cooperation: 20%.

3. Representative work submitted for review as a technical report:

(1) Teaching: 20%.

(2) Research: 40%.

(3) Service and cooperation: 40%.

1. 本院教師升等之評分，以覆評系級教評會之評審結果為原則。每位院教評會委員得就各種評審項目，參考各系級教評會評審分數，給予總分最多增加或減少十分，作為其評審分數。

專、兼任教師申請改聘，視同申請升等，其評審項目、計分標準、評分原則，與升等同。惟已取得高一等級教師證書之兼任教師申請改聘時，得採免評分方式辦理審查。

1. The evaluation of faculty promotion from the college shall be based on the review outcome from the Re-evaluation Department-level Faculty Evaluation Committee. Every member of the College-level Faculty Evaluation Committee can refer to the scores of various review categories from each Department-level Faculty Evaluation Committee and add or deduct up to ten points from the total score as his or her review score.

Full-time or part-time teachers applying for reappointment are deemed to be applying for promotion, thus having the same review categories, scoring criteria, and evaluation standards. Only part-time teachers who have acquired a freshman-level teacher certificate (senior high school) applying for reappointment can be exempt from the scoring process of reviews.

1. 本院教師新聘、升等、改聘及延長服務，應經院教評會委員三分之二(含)以上出席及參加表決委員三分之二(含)以上通過，始送校教評會評審。升等、改聘以各委員評分達到七十分以上者，視為同意，否則視為不同意。
2. The cases of faculty recruitment, promotion, reappointment, and extension of service of this college can only be reviewed by the University-level Faculty Evaluation Committee after at least two-thirds of the College-level Faculty Evaluation Committee members presented and at least two thirds of the members approved the cases. Promotion and reappointment cases that receive 70 points or higher from each member are deemed approved, otherwise disapproved.
3. 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。

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。

1. With regards to the qualification assessment of faculty recruitment, reappointment, and promotion, any violation of the regulations for faculty submission qualifications or any academic achievements involving serious violation of academic ethics, plagiarism, forgery, alteration, or other malpractice is dealt with by the “Regulations for Faculty Qualification Assessment for Junior College or Above”, “Principles for the Faculty in Violation of the Regulations for Submission Qualifications for Junior College or Above”, and the “Principles for the Faculty in Violation of the Regulations for Submission Qualifications and Regulations for Violation of Academic Ethics”.

If Paragraph 1 violates any other laws, refer to each related law.

Applicants who are reported or discovered to be involved in the condition in Paragraph 1 cannot apply for the withdrawal of qualification assessment, but shall still follow the procedures.

1. 本辦法如有未盡事宜，悉依相關法規辦理。
2. Matters not specified in the regulations shall be dealt with in accordance with relevant laws.
3. 本辦法經院務會議通過，陳請校長核定後施行，修正時亦同。
4. The regulations have been implemented with the approvals at the College Affairs Council meeting and of the President. The same shall apply for all subsequent revisions.