

# 長榮大學永續發展國際學士學位學程教師評審委員會設置規定

## CJCU International Program for Sustainable Development Teacher Evaluation Committee Establishment Regulations

106.09.19 106 學年度第二次學程事務會議審議通過  
Sept 19th ,2017: Deliberation and approval of the second IPSD Academic Affairs Committee meeting 2017 academic year  
106.09.19 106 學年度第一學期第一次院務會議審議通過  
Sept 19th ,2017 :Deliberation and approval at the first International College of Practice and Education for the Environment Academic Affairs Committee meeting of the first semester of the 2017 academic year

第1條 本規定依據本校組織規程、教師評審委員會設置辦法等相關規定訂定「長榮大學永續發展國際學士學位學程(以下簡稱本學程)教師評審委員會(以下簡稱本會)設置規定(以下簡稱本規定)。」

Article 1 These regulations stipulate the CJCU International Program for Sustainable Development (IPSD) Teacher Evaluation Committee Establishment Regulations in accordance with the school's organizational regulations.

第2條 本會之組成：

- 1、由支援本學程授課之系(所)中心教授、副教授、助理教授五到七人組成，其中副教授(含)以上人數，不得少於三分之二，學程主任為當然委員，並擔任召集人及會議主席，副教授(含)以上人數不足時，由學程會議推選校內、外相關系(所)教授，經院長推薦簽請校長圈選之，任期一年。
- 2、學程主任為申請升等之當事人，召集人由院長指定具教授資格之委員擔任。

Article 2 Committee Organization

- A. The committee shall consist of five to seven professors, associate professors, and assistant professors. Among of whom must number two-thirds of associate professors or above. The program chairperson shall serve as an ex officio member and meeting convener. If the number of associate professors or above is insufficient, members from other CJCU colleges or outside institutions will be recommended to the president to serve for a term of one year.
- B. If the program chairperson is the one applying for a promotion, the college dean will appoint a qualified convener.

第3條 本會審議下列事項：

- 1、教師聘任(含資格審查、學歷認證等事宜)、聘期、停聘、解聘、不續聘、留職停薪及資遣原因認定等事項。
- 2、教師升等事宜(含資格、研究質與量、教學、服務與輔導成績等)
- 3、教師留職留(停)薪、借調、延長服務、研究進修、教授休假研究等事項。
- 4、其他依法令應經學程教評會審議之事項。  
案經學程教評會評審通過後，依程序提送院教評會複審。

Article 3 Committee meeting will cover the following matters:

- A. Teacher appointment (including qualification review, academic certification), appointment periods, suspensions, dismissals, non-renewals, retention without pay, and determination of reasons for severance.
- B. Teacher promotion matters (including qualifications, research quality and quantity, teaching, service, and advisor achievements.)
- C. Credentials for retention without pay, temporary transfers, extended service, research training, research leave requests.
- D. Any other matters deemed necessary for review by the committee.  
After individual cases are passed by evaluation committee, they will be sent to the IPSD

College for further review based on pertinent regulations.

第4條 本會每學期至少開會一次，必要時得召開臨時會議。本會委員應親自出席會議，且須全體委員三分之二(含)以上出席，方得開會，經出席委員三分之二(含)以上同意，方得決議。投票以無記名投票方式為之。若無故缺席三次，取消其委員資格，委員因故出缺時，依本規定第二條第一款之原則遞補。

本會委員，不得參與審議高於本身職等教師升等事宜。因委員申請迴避或避免高階低審，致出席委員無法達全體委員人數三分之二時，應以專簽陳請校長同意得跨系、院、校，籌組臨時教評會審議。開會時，得視需要邀請有關人員列席報告或說明。

Article 4 The committee shall meet at least once per semester and may hold an ad hoc meeting when necessary. Committee members are required to attend the meeting in person with two-thirds needed for a quorum. Voting will be conducted by secret ballot. If any member has three unexcused absences, the member's committee qualifications will be canceled. When a member is absent for any reason, the member will be filled in accordance with the regulations stipulated in Article 2, Paragraph 1.

Committee members will not take part in deliberation for the promotion of colleagues higher than their own status. If an occasion occurs in which there are insufficient member numbers to review matters based on recusal or other reasons, an interim committee will be organized from other departments, colleges, and universities based on the president's approval. In such meetings, relevant personnel may be invited to report or explain as necessary.

第5條 本會委員應迴避下列審議案：

- 1、 遇有審查或討論與本人利益有關之事項時。
- 2、 對配偶、四親等內血親、三親等內之姻親或曾有此關係者為聘任、升等案之當事人時。
- 3、 為代表作共同作者。

Article 5 Committee members should refrain from deliberating the following:

- A. Reviewing or discussing matters related to own interests.
- B. Reviewing or discussing promotions for spouses, blood family relatives, or in-laws.
- C. Reviewing or discussing promotions for those you have co-authored with.

第6條 本會委員遇有應行迴避之情形而不自行迴避者，或有具體事實，足認其執行任務有偏頗之虞者，審查事項之當事人得向教評會申請要求迴避。申請時應舉其原因及事實，並為適當之釋明；被申請迴避之委員，對於該申請得提出意見書，由教評會決議之。教評會委員有前項所定情形不自行迴避，且未經審查事項當事人申請迴避者，應由教評會決議命其迴避。

Article 6 If committee members do not recuse themselves in situations is situations deemed necessary or if there are specific facts that are sufficient to recognize that they may be biased in performing their tasks, reviewers of the matter may apply to the committee for said member's recusal. In such a case, reasons and facts should be cited and an appropriate explanation was given. The committee member who is requested to be recused may submit a written rebuttal, which will then be decided upon by the committee. Committee members who do not voluntarily withdraw under such circumstances specified in the preceding paragraph may then be asked to withdraw from discussion and deliberation on specific cases.

第7條 教師之聘任及升等辦法另訂之。

Article 7 Rules for the appointment and promotion of teachers shall be stipulated separately.

第8條 本規定經學程會議通過，送院務會議核備後實施，修正時亦同。

Article 8 Any regulations and amendments will be announced after being passed by the IPSD Academic Affairs Committee as well as the International College of Practice and Education for the Environment Academic Affairs Committee.