國立中興大學生命科學院院長選薦辦法

Dean Selection Regulations

College of Life Sciences, National Chung Hsing University

90 年 5 月 11 日院務會議通過
Approved by the College Affairs Meeting on May 11, 2001
100 年 3 月 31 日院務會議修正通過
Amended and approved by the College Affairs Meeting on March 31, 2011
104 年 5 月 6 日院務會議修正通過
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104 年 11 月 25 日院務會議修正通過
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109 年 3 月 23 日-4 月 6 日院務會議書審修正通過(第五條)
Amended and approved through document review by the College Affairs Meeting from March 23 to April 6, 2020 (Article 5)

第 一 條 本院依據「國立中興大學院長遴選、續聘、及解聘辦法」，訂定本辦法。

Article 1 This college establishes these regulations based on the "National Chung Hsing University Regulations for the Selection, Reappointment, and Dismissal of Deans."

第 二 條 本院院長任期三年，並得推薦連任一次，起聘日期為八月一日或二月一日，院長於任期中因故出缺，新任院長任期重新計算。

Article 2 The term of the college dean is three years, and they may be recommended for reappointment once. The appointment date is either August 1 or February 1. If the dean vacates their position during their term for any reason, the term of the new dean will be recalculated.

第 三 條 本院原任院長任期屆滿四個月前或因故出缺後一個月內，由原任院長或其職務代理人簽請校長成立遴選委員會(以下簡稱遴委會)，辦理繼任院長人選之遴選事宜。

Article 3 Within four months before the expiration of the current dean's term or within one month after the position is vacated, the current dean or their acting representative shall sign a request to the president to establish a selection committee (hereinafter referred to as the "Selection Committee") to handle the selection of the successor dean.

第 四 條 遴委會之設置及職責：

Article 4 Establishment and Responsibilities of the Selection Committee:

一、遴委會置委員 11 人，由下列人員擔任之：

1.The Selection Committee shall consist of 11 members, appointed as follows:

(一)由各系所分別推薦本院專任講師(含)以上教師代表 1 至 3 人，造冊後經院務會議選舉由其中產生委員 5 人及候補委員 2-5 人。

(1) Each department shall recommend 1 to 3 representatives of full-time faculty (including lecturers) to be elected by the College Affairs Meeting, resulting in 5 committee members and 2-5 alternate members.

同一單位當選委員至多 2 人。

No more than 2 members may be elected from the same unit.

(二)由各系所分別推薦院外傑出學術界人士 2 人，造冊後經院務會議由其中推舉產生委員 5 人及候補委員 2-5 人。

(2) Each department shall recommend 2 outstanding scholars from outside the college, who will be elected by the College Affairs Meeting, resulting in 5 committee members and 2-5 alternate members.

各系所推薦而當選委員不得少於 1 人。

At least 1 member must be elected from each department's recommendations.

(三)校長遴派委員 1 人。

(3) The president shall appoint 1 member.

（四）委員均為無給職，但校外委員得依相關規定支給出席費及交通費。

(4) All committee members shall serve without compensation, but external members may receive attendance fees and transportation expenses according to relevant regulations.

二、如當選委員發生下列情形時，按其類型依序遞補或陳請校長另行遴派：

2. If any of the elected committee members falls under the following circumstances, they shall be replaced in the order of their type, or a new member shall be appointed by the President of the university:

（一）登記為院長候選人者。

(1) Declares candidacy for the position of Dean.

（二）因故無法參與遴選作業，聲請放棄者。

(2) Is unable to participate in the selection process for any reason and formally withdraws.

（三）與候選人有配偶、三親等內之血親或姻親或曾有此關係或有學位論文指導之師生關係。

(3) Has a marital, blood, or in-law relationship within the third degree of kinship with a candidate, or has previously had such a relationship, or has been in an advisor-student relationship involving academic dissertations.

（四）經遴委會確認並決議解除職務者。

(4) Is relieved of duties by the resolution of the Selection Committee.

三、遴委會第一次會議，由校長或校長指派一人召集，開會時由委員互推一人擔任遴委會召集人暨會議主席。召集人因故不能出席時，由委員互推一人代理之。

3. The first meeting of the Selection Committee shall be convened by the President or a designated representative. During the meeting, the members shall elect one among them as the convener and chairperson of the committee. If the convener is unable to attend, another member shall be elected to act as the substitute.

四、遴委會開會時，委員應親自出席，不得委託他人代理；應有三分之二（含）以上委員出席始得開議，出席委員過半數之同意始得決議。

4. Committee members must attend meetings in person and may not delegate their responsibilities to others. A quorum of at least two-thirds of the members is required to convene a meeting, and decisions shall be made with the approval of more than half of the attending members.

五、全體委員對於遴選新任院長之過程及各項資料有保密之義務。

5. All members of the Selection Committee are obligated to maintain confidentiality regarding the selection process and related materials.

六、遴委會負責制定遴選規則及所需書表格式等，接受院長候選人登記、審查，院長選舉結果之簽署及推薦等相關事宜。

6. The Selection Committee is responsible for establishing selection rules, preparing necessary forms, accepting and reviewing Dean candidacy registrations, signing off on election results, and recommending candidates.

七、遴委會為執行相關業務所需經費由本院支應，行政事務由本院辦公室負責。

7. Expenses required for the Selection Committee's operations shall be covered by the College, and administrative support shall be provided by the College Office.

八、遴委會於新任院長產生後，即自動解散。

8. The Selection Committee shall automatically dissolve once the new Dean is appointed.

第五條　院長候選人須有教授資格，並具學術成就、服務熱忱、行事公正、品德高尚及學術領域行政能力，且須有下列各款條件之一：

Article 5 Candidates for the position of Dean must hold a professorship and demonstrate academic excellence, enthusiasm for service, fairness, high moral standards, and administrative capabilities in their academic field. Additionally, they must meet at least one of the following criteria:

一、最近五年內以第一作者或通訊作者於國際期刊發表論文(含發明專利、新品種育成、技術移轉等成果)三篇(件)以上，前述論文須為 SCI 期刊排名前 30%(含)者。

二、最近五年曾主持三年以上科技部研究型計畫者。

三、最近五年曾獲校級教學或服務特優獎勵者。

1. Within the past five years, they have published at least three papers (including patents, new variety developments, or technology transfers) as the first or corresponding author in international journals. These papers must rank in the top 30% of SCI journals.
2. They have led research projects funded by the Ministry of Science and Technology for three or more years within the past five years.
3. They have received university-level teaching or service excellence awards within the past five years.

第一項之著作均須符合本校「教師升等評審標準暨聘任升等著作送審準則」之規定。院長候選人須未曾因違反學術倫理而受校教評審委員會處分者。

The aforementioned publications in Section 1 must comply with the university's "Standards for Faculty Promotion and Evaluation of Submitted Works." Candidates must not have been subject to disciplinary actions by the Faculty Evaluation Committee for violations of academic ethics.

第 六 條 院長候選人產生方式：

Article 6 The process for selecting candidates for Dean is as follows:

一、由合乎院長候選人資格者自由登記，經遴委會審查合格者。

二、由遴委會就校內外具有院長候選人資格者提二名為限。

三、經本院講師以上專任教師以不記名投票，得票數需達全體講師以上專任教師人數三分之一（含）以上同意。

1. Eligible individuals may register freely. Those who pass the Selection Committee's review shall be deemed qualified candidates.
2. The Selection Committee may nominate up to two qualified candidates from within or outside the university.
3. A secret ballot vote shall be conducted among all full-time faculty members ranked as lecturers or higher. A candidate must receive votes from at least one-third of all eligible faculty members to be approved.

前項專任教師不含借調、全職國外進修、國外休假研究及其他事由留職停薪之教師。

Faculty members who are on secondment, full-time overseas training, overseas sabbatical research, or other forms of unpaid leave are excluded from the voting count.

第 七 條 遴委會應本公正、獨立自主之精神執行遴選任務，並依據院長候選人產生方式，就候選人中推選一人至三人，依姓名筆劃順序排列，併同其個人詳細資料及遴委會書面意見後，於原任院長任期屆滿二個月前，報請校長擇聘之。

Article 7 The Selection Committee shall operate with impartiality and independence in

executing its duties. Based on the selection process, the committee shall recommend one to three candidates, arranged in the order of their names' stroke counts. The detailed personal information and written opinions of the committee regarding the candidates shall be submitted to the university President at least two months before the current Dean's term expires.

遴委會僅推選一人而未能為校長接受時，由校長交由本院另組遴委會進行遴選或依本校相關辦法規定辦理。

If only one candidate is recommended and is not accepted by the President, the President shall direct the College to form a new Selection Committee or proceed according to relevant university regulations.

第 八 條 院長繼任人選為校外人士時，應由學校核撥員額，並依本校相關規定辦理。

Article 8 If the successor dean is an external candidate, the university shall allocate a position and handle it according to the university's relevant regulations.

第 九 條 任期中如有特殊情況發生，得由校長交議或經院務會議代表二分之一(含)以上連署提不適任案，由校長召開院務會議，經本院院務會議全體代表三分之二（含）以上之同意，由校長解除其院長職務，並依規定成立遴委會另行遴選。

Article 9 If special circumstances arise during the term, the president may propose or, with the support of at least half (including) of the representatives of the College Affairs Meeting, submit a motion for dismissal. The president shall convene a College Affairs Meeting, and if two-thirds (including) of the representatives agree, the president may dismiss the dean and establish a new Selection Committee for re-selection.

第 十 條 本院遴選院長人選如未能依第六條規定之期限完成時，校長為免院務脫節，可逕聘適當人選擔任之。

Article 10 If the selection of the dean cannot be completed within the deadline specified in Article 6, the president may appoint an appropriate candidate to avoid disruption in college affairs.

第十一條 本辦法未盡事宜，依教育部及本校相關規定辦理。

Article 11 For matters not covered in these regulations, the relevant regulations of the Ministry of Education and the university shall apply.

第十二條 本辦法經院務會議通過，報請校長核備後實施，修正時亦同。

Article 12 These regulations shall be implemented after being approved by the College Affairs Meeting and reported to the president for confirmation. The same applies to any amendments.