

臺北基督學院教師評審委員會設置辦法

Regulations for the Establishment of Faculty Evaluation Committee of Christ's College Taipei

民國 105 年 11 月 24 日本校 105 學年度第 1 次臨時校務會議通過
民國 111 年 06 月 23 日本校 110 學年度第 1 次臨時校務會議修正通過
民國 111 年 11 月 29 日本校 111 學年度第 1 次校務會議修正通過
民國 112 年 10 月 24 日 112 學年度第 1 校務會議修正通過
民國 115 年 4 月 20 日 114 學年度第 2 次校務會議修正通過

第一條 臺北基督學院（以下簡稱本校）依據大學法第二十條及本校組織規程第十四條之規定，訂定「臺北基督學院教師評審委員會設置辦法」（以下稱本辦法）。

Article 1 Regulations for the Establishment of Faculty Evaluation Committees of Christ's College Taipei (hereafter referred as "Regulations") is drawn up according to Article 20 of the University Act and Article 14 of the Charter and By-laws of Christ's College Taipei, hereafter abbreviated as "the College"

第二條 本校教師評審委員會分下列二級：

Article 2 The Faculty Evaluation Committee (FEC) of the University is divided into the following two levels:

一、系(所)級教師評審委員會(以下簡稱系(所)教評會)。

1. Department (Institute) Level Faculty Evaluation Committee (hereinafter referred to as the Department FEC).

二、校級教師評審委員會(以下簡稱校教評會)。

2. University Level Faculty Evaluation Committee (hereinafter referred to as the University FEC).

三、教評會之會議紀錄，應置於各該教評會之專屬保存區域，保存期限為十年。

3. Meeting minutes of the FEC shall be stored in a designated archive area by each respective committee for a retention period of ten years.

第三條 系(所)教評會評審下列事項：

Article 3 The Department (Institute) Faculty Evaluation Committee (Department FEC) shall review the following matters:

一、有關教師之聘任、改聘、改隸、不續聘、復聘、聘任不予通過、升等之教師資格進行審查。

1. Review faculty qualifications for appointment, re-appointment, transfer, non-renewal, reinstatement, disapproval, and promotion.

二、除本校學術倫理審議委員會審議違反學術倫理事項、性別平等教育委員會

確認有解聘必要之其他教師解聘事項。

2. Faculty dismissals, except for those involving academic ethics violations reviewed by the Academic Ethics Committee or cases where dismissal is deemed necessary by the Gender Equity Education Committee.

三、除本校性別平等教育委員會確認有停聘必要外之其他教師停聘事項。

3. Faculty suspensions, except for cases where suspension is deemed necessary by the Gender Equity Education Committee.

四、教師升等及評鑑事項。

4. Faculty promotion and performance evaluation.

五、其他依法令或本校規定應經本會評審之事項。

5. Other matters required to be reviewed by this Committee in accordance with laws or University regulations.

第四條
Article 4

本校校教師評審委員會評審下列事項：

The responsibilities of Faculty Evaluation Committees (FEC) as follows:

一、教師資格、聘任、聘期、延長服務、停聘、解聘、不續聘及資遣原因認定等事宜。

1. Qualifications, appointment, duration of the appointment, an extension of service, suspension, dismissal, non-renewal of appointment, and determination of reasons for redundancy of teachers.

二、教師升等、申請複審、違反教師資格送審規定、教師著作抄襲處理、教師評鑑等事項。

2. Matters concerning faculty promotion, applications for re-evaluation, violations of teacher qualification submission regulations, handling of plagiarism in faculty publications, and faculty evaluation.

三、教師法規定之聘任不予通過、解聘、停聘、不續聘、資遣、暫時予以停聘及復聘等應經校教評會審議之事項。

3. Matters required to be reviewed by the University FEC as stipulated in the Teachers' Act, including non-appointment, dismissal, suspension, non-renewal, redundancy (severance), temporary suspension, and reinstatement.

四、其他依法令應經本會審(評)議之事項。

4. Reviewing other matters in accordance to other laws and regulations specifying the functions of FEC.

第五條

系(所)教評會由系主任及教師代表五至七人組成，教師代表之產生方式自系內助理授級以上教師中遴聘，其遴聘方式由系自定之；任一性別委員應占委員總數三分之一以上。委員任期一年，得連任。系主任為本會當然委員兼召集人。本會由召集人召開，或經三分之一以上委員連署召開，由系主任擔任會議主席。

Article 5

The Department (Institute) Faculty Evaluation Committee (Department FEC) comprises the Department Chair and 5–7 elected faculty representatives (Assistant Professors or above), selected according to department procedures. Each gender must constitute at least one-third of the committee. Members serve a one-year renewable

term. The Department Chair serves as the ex officio member, convener, and chairperson. Meetings are convened by the Chair or by a petition of one-third of the members.

第六條 校教師評審委員會置委員五到七人，除校長、教務長、系主任為當然委員外，其餘委員由學系推選教師組織之，如有不足，得邀請校外相關領域學者，報請校長核定補足之，由校長擔任召集人及會議主席。任一性別委員應占委員總數三分之一以上，推選委員任期為一年，連聘得連任。校教評會由校長或校長指定委員召集之，並為會議主席，本會由召集人召開，或經三分之一以上委員連署召開，召集人無法主持會議時，由出席委員互選一人擔任會議主席。

Article6 The University Faculty Evaluation Committee (UFEC) consists of 5–7 members. The President, Provost, and Department Chair serve as ex officio members, while the remainder are elected by the faculty. If vacancies remain, external scholars may be invited and appointed by the President. Each gender must constitute at least one-third of the committee. Elected members serve a one-year renewable term. The President serves as the convener and chairperson. Meetings are convened by the President (or a designated member) or upon a petition by one-third of the members. If the convener is unable to preside, the attending members shall elect a chairperson from among themselves.

第七條 本校系(所)及校級教師評審委員會均應親自出席會議，且應有全體委員三分之二出席，方得開會，經出席委員三分之二同意，方得決議。投票以無記名方式為之。

Article 7 All members must attend their respective meetings in person. A meeting can be convened when two thirds of members are present. All resolutions must be passed by at least two thirds of attendees. Voting shall be conducted by secret ballot.

本校系(所)及校級教師評審委員會委員無故缺席三次，取消其委員之資格。

The committee members who are absent three times without reasons shall be canceled. 委員因故出缺時，依本辦法原規定遞補之。

When there is a vacancy in a committee due to various reasons, a substitute member shall be selected according to the rules of the Regulations.

如自身為審議事項之當事人者應迴避之。

Should a committee member is the concerned party of an agenda item; he or she must excuse himself or herself from such session due to a conflict of interest.

對申請人之著作或作品專業學術能力，應尊重專業評審。

Professional evaluation of the applicant's publications or creative works shall be respected.

各級教評會進行案件審查時，應避免低階高審。

When reviewing cases, Faculty Evaluation Committees at all levels shall avoid "lower-rank members reviewing higher-rank applicants."

- 第 八 條 本校系(所)及校級教師評審委員會每學期以開會一次為原則。
Article 8 In principle, the College's FEC shall be convened once every semester.
- 第 九 條 本校系(所)及校級教師評審委員會開會時，得邀請相關當事人列席說明。
Article 9 The College's FEC may invite relevant parties to attend its meetings.
- 第 十 條 教師之聘任辦法、升等評審辦法、違反送審教師資格規定及學術倫理案件處理
要點等另訂之。
Article10 Other relevant rules, guidelines and regulations, such as 1) Rules and Regulations for Faculty Recruitment and Appointment, 2) Review and Evaluation Procedures for Faculty Promotion, and 3) Guidelines for Handling Breach of Teacher Qualification Requirements and Academic Ethics Violation Cases, shall also be established by the College elsewhere.
- 第 十 一 條 本辦法經校務會議通過後公布施行。
Article 11 The Regulations shall be announced and implemented after being approved by College Affairs Assembly.

本辦法權責單位為人事暨秘書室
於 115 年 4 月 20 日 114 學年度第 2 次校務會議通過