

# 臺北基督學院獎勵教師研究進修辦法

## Christ's College Taipei Incentives for Faculty to Pursue Research or Further Studies

中華民國 104 年 3 月 26 日 第五次教務會議通過  
中華民國 104 年 10 月 19 日 臨時教務會議通過  
民國 104 年 10 月 20 日 第一次臨時行政會議通過

第一條 本校為提高師資及增進教學、研究水準，特訂定「臺北基督學院獎勵教師研究進修辦法」（以下簡稱本辦法）。

Article 1: These “Christ’s College Taipei Incentives for Faculty to Pursue Research or Further Studies” (hereafter referred to as “Regulations”) are duly enacted for the purposes of upgrading the quality of teaching staff (hereafter referred to as the Faculty Members) and education and research standards of Christ’s College Taipei.

第二條 本辦法用下列二項：

Article 2: These Regulations will be enforced in two ways:

1、自行申請：國內外學校贈予本校獎學金，經本校推薦而自行申請獲准者。然此項自行申請，須符合本校「課程與教學」之實際需要，否則，不予核准。

I. Through faculty members taking the initiative to apply:

Where institutions of Higher Education either in Taiwan or in other countries offer scholarships to Christ’s College Taipei faculty members and those faculty members take the initiative to apply subsequent to the recommendation of Christ College’s Taipei. . These applications must meet the needs of Christ’s College Taipei in terms of its curriculum and educational goals if they are to be approved.

2、本校遴選：本校因教學研究之「特定需要」選派國內外研究或修讀學位者。

II. Christ’s College Taipei will select the faculty members it needs to get advanced degrees.

Christ’s College Taipei will select faculty members in line with the “specific needs” of its educational programs and research agendas for higher education and to obtain higher academic degrees either in Taiwan or in other countries.

第三條 自行申請赴國外研究或在國內外學校修讀學位之規定如下：

Article 3: Requirements for Faculty Members who take the initiative to apply for for higher education and higher academic degrees either in Taiwan or in other countries:

1、本校現職專任教授、副教授、助理教授、講師，並在本校連續服務滿三年以上成績優良者。

I. Applicants must be incumbent full-time professors, associate professors, assistant professors, or instructors at Christ’s College Taipei who have taught at Christ’s College Taipei for three consecutive years with outstanding performance.

2、自行申請出國研究或修讀學位之教師經核准並完成保證手續後，得申請「留職停薪」及申請旅費之補助（補助費用以往返旅費乙次為限）。以一年為限因實際需要，得申請延長一年。如進修博士學位無法如期返校，經指導教授提出證明，得再逐填申請留職停薪，修業總年限以六年為限。

II. A faculty member who has been approved for a research program or higher academic degree scholarship in another country may, after completing the guarantee (sponsorship) procedures, apply for “retaining employment without pay” and apply for a one time subsidy for travel expenses (limited to travel expenses to and from the destination country only). The period of research or study is limited to one year, which may be extended for another year should the actual situation justify. A faculty member who works on a doctoral degree and is thus unable to return to Christ College within the specified time limit may, if verified by a certificate issued by the advising professor, apply for “retaining employment without pay” year by year, for up to a maximum of six years.

3、自行申請在國內修讀學位之規定如下：

III. Regulations governing higher education and higher academic degrees in Taiwan:

(1) 限修讀博士學位，或修讀碩士以上學位。

1. Applications are limited to doctoral degrees, master degrees, or other higher degrees.

(2) 得申請酌減每週上班日數，但授課鐘點每週至少六小時，為期兩年，可自行選擇年度。

2. Candidates may apply reduce the school days of a week, but they have to teach a minimum of six hours per week, for two years. Candidates may choose the school years at their discretion.

(3) 凡接受本款規定優待者，不得支領超鐘點費及在校外兼職、兼課。

3. A candidate who accepts the terms above shall not receive overtime pay or accept teaching work or other jobs elsewhere.

第 四 條 本校遴選教師赴國內外研究或修讀學位之規定如下：

Article 4: Christ's College Taipei will select faculty members for research programs or for higher academic degrees either in Taiwan or in other countries in accordance with the following regulations:

1、應選教師需具備下列各條件：

I. Qualification requirements for candidates:

(1) 依本校教學研究之特定需要，擬定進修計劃而由教務長推薦之教師。

1. A faculty member who has worked out a proposal for higher education in line with Christ's College Taipei's specific educational needs and is thus officially recommended by the Dean of Academic Affairs.

(2) 本校現職專任教師，服務三年以上表現優異者。

2. An incumbent full-time faculty member, having taught at Christ's College

Taipei for a minimum of three years with outstanding performance.

(3) 已取得研究或進修單位同意文件者。

3. A faculty member who has obtained admission to a research or higher education institution.

2、依本條規定遴選研究進修之教師可留職留薪，並依實際情形核定補助其費用，為期一年。如有需要，經向教務長提出申請，得延長一年，並申請旅費之補助（補助費用以往返旅費乙次為限）。因修讀博士學位無法如期返校者，得逐年申請留職停薪，修業總年限以六年為限。

II. Faculty members who are successfully selected for research or a higher degree in accordance with this Article may take “retaining employment with pay” and may receive a subsidy based on actual needs for a period of one year, and this may be extended for another year as the actual situation may justify, as approved by the Dean of Academic Affairs in response to their application. They may apply for a one time subsidy for travel expenses (limited to travel expenses to and from the destination country only). Faculty members who work on a doctoral degrees and are thus unable to return to Christ’s College Taipei within the specified time limit may apply for “retaining employment without pay” on a year by year basis, up to a maximum of six years.

3、研究或進修計劃經核定後，本校指定專人督導進行，非經報准不得變更（包括變更研究或進修機構、研究或進修主題、提前終止研究進修、自行回國或延遲前往等）。

III. After the proposal for research or higher degree is approved, Christ’s College Taipei will assign a designated person to oversee the progress of the faculty member. The approved proposal shall not be changed unless approved (including changes in the entity for research or study, changes in the themes of research or higher degree, termination of research or higher education ahead of schedule, return to Taiwan ahead of schedule, or postponement of departure).

4、研究或進修期間應經常與本校保持連繫，每年需繳交研究進修報告一次。

IV. Faculty members involved with research or higher education shall stay closely in touch with Christ’s College Taipei at all times and shall submit a research or higher education report every year.

第 五 條 依本辦法申請研究或進修之教師，需檢齊有關文件，填妥申請表，經教務處轉送「獎勵教師研究進修審查委員會」審核後報請校長核定。

Article 5: Faculty members who apply for research or higher education shall submit all supporting documents, fill out application forms and submit them to the “Review Committee for Incentives for Faculty Members for Research and Higher Education” via the Department of Academic Affairs for review before approval by the President.

第 六 條 本校「獎勵教師研究進修審查委員會」委員，由校長聘請本校教務長、學務長、系主任、中心主任及教師數名組之。

Article 6: The Christ’s College Taipei’s “Review Committee for Incentives for Faculty Members for Research and Higher Education” shall have Dean of Academic Affairs, Dean of

Student Affairs and Ministries, Chair of CLAD, Chair CLACC, and Faculty members, who shall be invited and appointed among faculty members by the President.

第七條 依本辦法核定研究或進修之教師，應遵守下列各項規定：

Article 7: Faculty Members who have been approved for research or higher education in accordance with these Regulations shall:

1、與本校簽訂合約，合約條文另訂之。

I. Duly execute a contract with Christ's College Taipei. The terms and conditions of the contract will be separately provided.

2、必須在核定期間內辦妥手續前往，逾期視同放棄。

II. Complete the required procedures to depart within the specified time limit and shall be deemed having waived the scholarship otherwise.

3、期滿後應返校服務或繼續留校服務，服務年限如下：

III. Return to resume or continue teaching or service at Christ's College Taipei upon expiry for the following periods:

(1) 留職留薪之教師，服務年限包含留職留薪年數加倍計算，加上留職停薪年數。

1. A faculty member who is granted study with pay will serve for a period of twice the time they have been granted study with pay. In addition, they should serve one year for each additional year that they are granted leave from Christ's College Taipei.

(2) 留職停薪之教師，服務年限與研究進修年數同。

2. A faculty member who is granted study without pay will serve for a period of the same time they have studied.

(3) 自行申請在國內修讀學位之教師，服務年限與進修年數同。

3. A faculty member who is granted study leave locally will serve the same amount of time they were granted leave.

第八條 依本辦法接受獎勵之教師，於研究或進修期滿後，若不履行第七條第三款之規定，應歸還其在研究或進修期間向本校所領取之一切費用，包括薪俸及補助費等，其不能歸還者，得向保證人追繳之。

Article 8: A Faculty Member who has received a financial incentive shall return all expenses he/she has received from Christ's College Taipei during the period of research or higher education, including salaries and subsidies if he/she fails to fulfil the obligations set forth under Article 7, paragraph 3. Christ's College Taipei will claim on his/her guarantor for return if he/she is unable to return such expenses.

第九條 本辦法所稱留薪，含本俸及研究費。

Article 9: The term "retaining employment with pay" as set forth herein includes base salary and research allowance.

第十條 依本辦法留職留薪之教師，其遴選名額視本校之預算而定。

Article 10: The quota of faculty members in retaining employment with pay under these Regulations shall be duly calculated based on Christ's College Taipei budget.

第 十 一 條 依本辦法留職留薪之教師，期間在半年以上者，三年之內，不得再行申請。

Article 11: A faculty member who is retaining employment with pay under these Regulations for half a year or longer shall not apply for further incentives within the next three years.

第 十 二 條 依本辦法核定出國研究或進修之教師，其出國之一切手續，應自行向政府有關單位申請辦理。

Article 12: faculty members undertaking research or higher education under these Regulations shall apply to the government entities concerned for all exit procedures.

第 十 三 條 本辦法經行政會議通過，報請校長核定後實施。

Article 13: These Regulations and amendments hereof shall come into enforcement after being approved by the Administrative Committee Meeting and approved by the President.