

教師聘約

Faculty Contract Agreement

89.2.2 第 227 次教師評審委員會修正通過
Amended and approved at the 227th Faculty Evaluation Committee on Feb. 2nd, 2000

90.6.28 第 251 次教師評審委員會修正通過
Amended and approved at the 251st Faculty Evaluation Committee on Jun. 28th, 2001

90.9.19 第 254 次教師評審委員會修正通過
Amended and approved at the 254th Faculty Evaluation Committee Sep. 9th, 2001

95.4.27 第 302 次教師評審委員會修正通過
Amended and approved at the 302nd Faculty Evaluation Committee Apr. 27th, 2006

95.6.15 第 303 次教師評審委員會修正通過
Amended and approved at the 303rd Faculty Evaluation Committee Jun. 15th, 2006

96.12.4 第 311 次教師評審委員會修正通過
Amended and approved at the 311st Faculty Evaluation Committee Dec. 4th, 2007

97.10.28 第 317 次教師評審委員會修正通過
Amended and approved at the 317th Faculty Evaluation Committee Oct. 28th, 2008

98.10.8 第 323 次教師評審委員會修正通過
Amended and approved at the 323rd Faculty Evaluation Committee Oct. 8th, 2009

101.1.12 第 339 次教師評審委員會修正通過
Amended and approved at the 339th Faculty Evaluation Committee Jan. 12th, 2012

102.10.17 第 357 次教師評審委員會修正通過
Amended and approved at the 357th Faculty Evaluation Committee Oct. 13th, 2013

103.5.15 第 361 次教師評審委員會修正通過
Amended and approved at the 361st Faculty Evaluation Committee May 15th, 2014

103.6.6 102 學年度第 4 次校務會議修正通過
Amended and approved at the 4th University Affairs Council meeting Jun. 6th, 2014

109.6.5 108 學年度第 4 次校務會議修正通過
Amended and approved at the 4th University Affairs Council meeting Jun. 5th, 2020

109.10.23 109 學年度第 1 次校務會議修正通過
Amended and approved at the 1st University Affairs Council meeting Oct. 23rd, 2020

- 一、 教師應依本校「教師守則」之規定從事教學、研究、服務工作。
 - I. Faculty shall engage in teaching, research, and service in accordance with the *Faculty Code of Conduct* of National Sun Yat-Sen University (hereinafter referred to as NSYSU).
- 二、 本校教師於授課外，對於學生心理、品德、生活、言行，均有擔負輔導之責任，並有擔任導師之義務。
 - II. In addition to teaching, faculty have the duty to counsel students on their psychological conditions, morality, campus life, and conduct, and are obliged to be class mentors of the students.
- 三、 教師基本授課時數依本校「教師授課鐘點核計準則」及相關規定辦理。如因故請假者應依本校「教師請假補課、代課鐘點費處理要點」之規定辦理代、補課。
 - III. Matters concerning basic weekly teaching hours shall be handled in accordance with the *Guidelines on Calculation of Lecturing Hours of Faculty* of NSYSU. Matters concerning faculty who apply for leave from classes shall be handled per the *Guidelines on Handling Make-up Classes and Payment for*
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Substitutes of NSYSU to arrange for make-up classes or substitutes to teach instead.

- 四、 教師所屬單位在本校開設外語課程或夜間排課時，教師有支援授課及配合開設課程之義務。
- IV. Faculty have the obligation to support the offering of courses taught in English or conducted in the evening if their affiliated units decide to do so.
- 五、 教師有接受教師評鑑之義務，並依本校「教師評鑑辦法」及相關規定辦理。評鑑結果經校教評會決議未通過者，不予續聘。
- V. Faculty shall be evaluated in accordance with the *Regulations for Faculty Performance Evaluation* of NSYSU and related regulations. Those who fail to pass the evaluation after the resolution of the University Faculty Evaluation Committee shall not be granted an appointment renewal.
- 六、 教師之借調、研究、講學、進修及休假研究依本校「教師借調處理要點」、本校「教師出國講學研究進修實施要點」及本校「教授及副教授休假研究辦法」及其他相關法令規定辦理。
- VI. Matters concerning faculty's secondment, research, lecturing, pursuit of advanced studies, and sabbatical leave for research shall be handled in accordance with *Guidelines on Handling Faculty's Secondment, Guidelines on Implementation of Faculty Conducting Lecturing, Research, and Advanced Studies Abroad, and Regulations on Sabbatical Leave for Research for Professors and Associate Professors* of NSYSU and relevant regulations.
- 七、 教師之兼課兼職應依本校「專任教師兼職營利事業機構(團體)要點」及「公立各級學校專任教師兼職處理原則」之規定，經學校同意後始得兼課兼職。教師校外兼課每週最多以四小時為限。教師違法兼職期間所支領之兼職費，學校應予以追繳並納入校務基金運用。
- VII. Faculty shall apply for approval from NSYSU before undertaking part-time jobs or teaching in other institutions in accordance with the *Guidelines on Full-time Faculty Holding Concurrent Positions in Profit-Seeking Enterprises (Organizations)* of NSYSU and *Principles for Handling Part-time Jobs of Full-time Teachers in Public Schools at All Levels*. Approved part-time teaching in other institutions is limited to four (4) hours per week. Income from unapproved part-time jobs shall be confiscated and incorporated into the University Endowment Fund.
- 八、 教師對外承接補助(委託)計畫，應依「科技部補助專題研究計畫作業要點」及本校「辦理非科技部建教合作計畫作業要點」相關規定辦理，由學校具名簽訂合約，不得有未透過學校行政作業而逕與各機關訂約，接受委託研究情事。
- VIII. Matters concerning faculty conducting funded (entrusted) research projects shall be handled in accordance with the *Directions Governing MOST Grants*

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for Research Projects and Directions Governing Funds for Research Projects Not Granted by MOST of NSYSU. Faculty shall not conduct research projects funded or entrusted by other institutions without going through NSYSU's administrative procedure for approval.

九、教師承接補助（委託）計畫，除應遵守補助(委託)單位之規範事項外，應依會計相關法規辦理各項經費使用事宜。

IX. Faculty shall follow regulations imposed by the funding institutions and relevant accounting regulations regarding budget utilization in conducting funded (entrusted) research projects.

十、教師於聘任因職務所產生之研發成果，應依本校「研究發展成果及技術移轉管理辦法」規定辦理。

X. Matters concerning research outcomes by faculty during their appointment shall be handled in accordance with the *Regulations for Management of Research Outcomes and Technology Transfer* of NSYSU.

十一、教師於執行教學、指導、訓練、評鑑、管理、輔導或提供學生工作機會時，在與性及性別有關之人際互動上，不得發展有違專業倫理之關係。

XI. Faculty shall not develop relationships contrary to professional ethics in personal interactions related to sex and gender when teaching, supervising, training, evaluating, managing, counseling, or providing job opportunities to students.

教師發現師生關係有違反前項專業倫理之虞，應主動迴避或陳報學校處理。

Faculty who find themselves in suspicion of violation of the previous paragraph shall actively avoid said instance or report to the authority for further handling.

教師應尊重他人與自己之性或身體之自主，避免不受歡迎之追求行為，並不得進行違反性及性別平等情事。

Faculty shall respect the sexual or physical autonomy of others and themselves, avoid unwelcome pursuits, and refrain from sexual and gender equality violations.

除上開規定外，教師應遵守「性別平等教育法」、「性別工作平等法」、「性騷擾防治法」及「校園性侵害性騷擾或性霸凌防治準則」等相關法令規定。

In addition to the regulations stipulated above in this article, faculty shall abide by the *Gender Equity Education Act, Act of Gender Equality in Employment, Sexual Harassment Prevention Act, Regulations on the Prevention and Handling of Sexual Assault, Sexual Harassment or Sexual Bullying on Campus* and other relevant regulations.

- 十二、教師應遵守學術倫理規範，若有違反情事者，依本校「教師違反送審教師資格規定及學術倫理案件處理要點」規定辦理。
- XII. Faculty shall abide by regulations concerning academic ethics. Any violation shall be handled in accordance with the *Guidelines on Handling Cases of Violation of Teachers Qualification Accreditation Requirements or Academic Ethics* of NSYSU.
- 十三、教師違反聘約及相關規定，應經各級教師評審委員會審議，必要時，得視個案情形逕提校教師評審委員會審議。各級教師評審委員會審議時，得依情節予以不得晉薪、借調、兼職或兼課、休假研究、或一定期間不得申請校內各項獎勵、不受理教師資格審定或另為適當之處置。
- XIII. Cases concerning faculty's violation of this Agreement shall be reviewed by faculty evaluation committees of all levels, in succession. When the situation dictates, cases may be brought directly to the University Faculty Evaluation Committee for review. Sanctions for violation may, depending on the degree of violation, consist of no annual salary increment, no secondment, no part-time working or teaching, no sabbatical leave for research, no award application within a certain period, no accreditation of teacher qualification, or other appropriate penalty.
教師倘涉「教師法」第十四條、第十五條、第十六條、第十八條等規定之情事者，依「教師法」及其相關規定處置。
Matters concerning violation of Articles 14, 15, 16, and 18 of the *Teacher's Act* shall be handled in accordance with provisions of the *Teacher's Act* and relevant regulations.
- 十四、教師擬於聘約期滿後，不再應聘時，應於聘約屆滿一個月前書面通知學校。如欲於聘約存續期間內辭職者，應經學校同意。離退者應辦妥移交相關手續，始得離職。
- XIV. Faculty who intend to end the appointment after the current term shall inform NSYSU in writing one month before the expiry of the employment contract. Those who wish to resign during the term of the employment contract should apply to NSYSU for consent. The process of quitting or resignation is deemed finished after the transfer of matters in the applicant's possession.
- 十五、其他事項悉依相關法令及本校有關規定辦理。
- XV. Matters not covered in this Agreement shall be handled in accordance with relevant laws and regulations of NSYSU.
- 十六、本聘約經校務會議通過後施行，修正時亦同。
- XVI. This Agreement has been approved by the University Council. Amendments to this Agreement shall follow the same procedure.