

國立中山大學機械與機電工程學系

退休教師暨榮譽退休教授課程、財產、空間移轉管理要點

Management Guidelines Governing the Transfer of Retired Faculty and Honorary Emeritus Professors' Courses, Properties, and Space for the Department of Mechanical and Electro-Mechanical Engineering, National Sun Yat-sen University

98.5.21 97 學年度第 9 次系務會議修正後通過

Amended and approved by the 9th Department Council meeting on May 21, 2009, School Year 97

100.05.25 99 學年度第 9 次系務會議修正通過

Amended and approved by the 9th Department Council meeting on May 25, 2011, School Year 99

103.6.12 經 102 學年度第 3 次系研發會暨第 9 次教學委員會聯席會議修正通過

Amended and approved by the 3rd Department Research Committee meeting and 9th Department Academic Affairs committee Joint meeting on June 12, 2014, School Year 102

103.6.25 經 102 學年度第 13 次系務會議修正通過

Amended and approved by the 13th Department Council meeting on June 25, 2014, School Year 102

110.6.30 經 109 學年度第 13 次系務會議修正通過

Amended and approved by the 13th Department Council meeting on June 30, 2021, School Year 109

一、為使本系運作順利，本系退休教師相關課程、財產、空間移轉依本要點處理。

1. The Department of Mechanical and Electro-Mechanical Engineering (hereafter “the Department”) has formulated the “Management Guidelines Governing the Transfer of Retired Faculty and Honorary Emeritus Professors' Courses, Properties, and Space for the Department of Mechanical and Electro-Mechanical Engineering, National Sun Yat-sen University” (hereafter “the Guidelines”) to ensure the smooth transfer of retire faculty's related courses, properties, and space.

二、本系教師自接獲教育部核准退休文起，由系主任召集該組教師開會，協調組內教師優先承接退休教師相關之課程、財產。若該組無法承擔，即交由系研發會討論處理。

2. After the faculty of the Department receives retirement documents approved by the Ministry of Education, the Department chair will convene a meeting with the faculty's division to prioritize the faculty's related courses and properties to be transferred. If the division is unable to take on the transferred courses, properties, and space, the matter will be forwarded the Department Research Committee for discussion and resolution.

三、退休教師之原個人使用空間處理方式依據「國立中山大學退休及離職教師使用研究室及實驗空間處理要點」辦理。

3. The original personal usage space of retired faculty shall be handled in accordance with the “National Sun Yat-sen University Guidelines Governing Retired and Resigned Faculty's Use of Laboratories and Experimental Space.”

四、榮譽退休教授之原個人使用空間處理方式依據「國立中山大學榮譽退休教授致聘辦法」辦理。

4. The original personal usage space of honorary emeritus professors shall be handled in accordance with the “National Sun Yat-sen University Honorary Emeritus Professor Appointment Regulations.”

五、退休教師暨榮譽退休教授得使用本系共用辦公室。

5. Retired faculty and honorary emeritus professors may use the shared offices of the Department.

六、本系兼任或退休教授如執行相關產學合作計畫，需有本系專任教師擔任共同主持人，相關研究資源應由共同主持人提供。若為執行計畫所需之空間，得由共同主持人提出申請，並依「國立中山大學機械與機電系空間活用暨管理要點」辦理。

6. If adjunct or retired professors of the Department are carrying out industry-academia collaboration projects, they must have full-time faculty of the Department as the co-principal investigators. Relevant research resources shall be provided by the co-principal investigators. If space is required to carry out the projects, the co-principal investigators may submit an application, and the “Space Utilization and Management Guidelines of the Department of Mechanical and Electro-Mechanical Engineering, National Sun Yat-sen University” will be in effect.

七、本要點經系務會議通過後實施

7. The Guidelines are in effect after they have been approved by the Department Council.