

國立中山大學教師申訴評議委員會組織及評議要點

Guidelines on the Establishment of Faculty Appeal Handling Committee

85.10.04 本校 85 學年度第 1 次校務會議修正通過
88.12.03 本校 88 學年度第 1 次臨時校務會議修正通過
92.10.31 本校 92 學年度第 1 次校務會議修正通過
教育部 92.12.9 台申字第 0920183574 號書函核定
94.06.03 本校 93 學年度第 4 次校務會議修正通過
教育部 94.06.21 台申字第 0940084472 號書函核定
94.12.23 本校 94 學年度第 2 次校務會議修正通過
100.06.03 本校 99 學年度第 2 次校務會議修正通過
105.12.23 本校 105 學年度第 2 次校務會議修正通過
107.12.21 本校 107 學年度第 2 次校務會議修正通過
109.10.23 本校 109 學年度第 1 次校務會議修正通過
110.06.11 本校 109 學年度第 4 次校務會議修正通過
111.05.27 本校 110 學年度第 4 次校務會議修正通過
112.10.27 本校 112 學年度第 1 次校務會議修正通過

Amended and approved by the 1st University Council meeting on October 27, 2023

一、國立中山大學（以下簡稱本校）為保障教師權益，促進校園和諧，依教師法第四十二條及教師申訴評議委員會組織及評議準則第八條第一項之規定，訂定本要點。

I. These guidelines are formulated in accordance with *Teachers' Act* and Paragraph 1 of Article 8 in the *Principles for the Establishment of Faculty Appeal Handling Committee* to safeguard faculty's rights and interests, and foster campus harmony.

二、教師對本校有關其個人之措施，認為違法或不當，致損害其權益者，得提出申訴。

II. Faculty may file an appeal if they deem any University measures related to them to be against laws or inappropriate and infringe their rights and interests.

教師因本校對其依法申請之案件，於法定期間內應作為而不作為，認為損害其權益者，亦得提起申訴；法令未規定應作為之期間者，其期間自本校受理申請之日起為二個月。

Faculty may file an appeal if they deem their rights and interests were infringed due to the University's failure to take action within the statutory period for cases they apply. In cases not involving the statutory period, the period shall be two months from the date the University receives the application.

依本校組織規程設立之研究學院(以下簡稱研究學院)編制內及編制外教師提出申訴，準用本要點。

Faculty of research colleges established according to the *NSYSU Charter*, both within and beyond the manning quota, may file appeals in accordance with the

guidelines herein.

三、本校教師申訴評議委員會(以下簡稱申評會)置委員十九人，其中任一性別委員應佔委員總數三分之一以上，未兼行政職務之教師人數不得少於委員總數三分之二，其組成代表為：

III. The University's Faculty Appeal Handling Committee (hereinafter referred to as the "Committee") shall consist of nineteen members, with either gender consisting of at least one-third of the members and less than two-thirds of the faculty members not holding concurrent administrative positions. The Committee shall consist of the following representatives:

(一) 教師代表十五人：由各學院各推選專任教師二人，西灣學院推選教師一人，每年改選一人。推選之代表，不得兼任本校教師評審委員會委員。

(1) Fifteen faculty representatives shall consist of two full-time faculty members elected from each college and one from Si Wan College. Half of the representatives shall be re-elected annually. The Committee members shall not concurrently be members of Faculty Evaluation Committee.

(二) 校內外學者專家一人：由校長聘任之。

(2) One internal or external expert/scholar shall be appointed by the President

(三) 社會公正人士一人：由校長聘任之。

(3) One unbiased societal leader shall be appointed by the President.

(四) 地區性教師組織代表一人：請高雄市教師會推薦教師擔任。

(4) One representative from the local teacher association shall be recommended by the Kaohsiung Teachers' Association.

(五) 學校代表一人：由校長聘任之。

(5) One representative of the University shall be appointed by the President.

申評會審議研究學院編制內及編制外教師申訴案件時，應增聘研究學院教師代表二人擔任委員，不受原有委員總額及任期之限制。

When handling appeals from faculty of research colleges within and beyond the manning quota, the Committee shall add two additional faculty representatives from these colleges as members; the term of the additional members and the number of Committee members shall not be subject to the restrictions stipulated above.

四、申評會委員為無給職，不分屆次任期二年，由校長聘請之。委員因故出缺時，繼任委員之任期至原任期屆滿之日止。

IV. The Committee members shall be appointed by the President and serve for a two-year term without pay. When vacancies occur for certain reasons, the replacement shall serve the remaining term of the outgoing member.

五、申評會主席由委員互選之，並主持會議，任期一年，連選得連任。

V. The chairperson of the Committee shall be elected among the members to chair meetings. The term shall be one year and may be extended when re-elected.

前項主席因故不能主持會議時，由其指定委員一人代理主席。

The chairperson unable to chair a meeting due to certain reasons shall delegate a member as the proxy.

六、申評會主席，不得由校長擔任。

VI. The President shall not serve as the chairperson of the Committee.

七、申評會除第一次會議由校長或其指定之人員召集外，其餘會議均由申評會主席為召集人。

VII. The President shall convene the first meeting in each term, while the subsequent meetings shall be convened by the chairperson.

八、前點會議經委員二分之一以上之書面請求，召集人應於二十日內召集之。

VIII. The convener shall call a meeting within twenty days upon receiving a written request from at least half of the Committee members.

九、教師對於本校有關其個人之措施不服者，得向本校申評會提起申訴；不服本校申評會之評議決定，得向教育部之申評會提起再申訴。

IX. Faculty may file an appeal to the Committee if they disagree with any University measures related to them. Should they disagree with the Committee's resolution, they may further file an appeal to the Ministry of Education (MOE)'s Faculty Appeal Handling Committee.

教師對於本校之措施不服，未向本校申評會提起申訴不得直接向教育部提起再申訴。

Faculty shall not directly appeal to the MOE without filing an appeal to the Committee if they disagree with University measures.

教師對於教育部之措施不服者，逕向中央主管機關申評會提起申訴，並以再申訴論。

Faculty disagreeing with MOE's measures may directly file an appeal, deemed as a further appeal, to the Faculty Appeal Handling Committee of the central competent authority.

- 十、本校不服申評會評議決定，得向教育部之申評會提起再申訴。
- X. The University may also file an appeal to the MOE's Faculty Appeal Handling Committee if it disagrees with the Committee's resolution.
- 十一、申訴之提起應於知悉措施之次日起三十日內以書面為之；再申訴應於評議書到達之次日起三十日內以書面為之。
- XI. Faculty shall file their appeal in writing within thirty days from the following day of learning about the measures, and file a further appeal in writing within thirty days from the following day of receiving the appeal resolution notification.

前項期間，以受理之申評會收受申訴書之日期為準。

The timeframes mentioned in the preceding Paragraph shall be based on the date respective committees receive the appeal.

申訴人因天災或其他不應歸責於己之事由，致遲誤第一項之申訴期間者，於其原因消滅後十日內，得以書面敘明理由向本校或主管機關申請回復原狀。但遲誤申訴期間已逾一年者，不得為之。申請回復原狀，應同時補行期間內應為之申訴行為。

Appellants unable to file an appeal within the stipulated timeframe mentioned in Paragraph 1 due to natural disasters or other reasons beyond their control may submit a written request to the University or the competent authority for restoration of the original status within ten days after the reasons no longer exist. Nevertheless, no appeal filed one year after the mentioned timeframe shall be accepted. When requesting the restoration of the original status, the appellants shall also complete the appeal actions during the stipulated period.

原措施之單位依法應以可供存證查核之方式送達其措施於申訴人者，以該送達之日為知悉日。

Units responsible for the measures (hereinafter referred to as the "responsible unit") shall notify appellants using a verifiable delivery method, with the delivered date deemed as the date they are informed.

申訴人不在受理申評會所在地住居者，計算法定期間，應扣除在途期間。但有申訴代理人住居於受理之申評會所在地，得為期間內應為之申訴相關行為者，不在此限。

When appellants reside outside the location of the Committee, their statutory period shall exclude the transit time. Nevertheless, appellants designating a proxy residing within the Committee's location who can perform the required appeal actions within the stipulated period shall not be granted transit time

前項扣除在途期間，準用訴願扣除在途期間辦法之規定。

The deduction of the transmit time stipulated above shall be handled in accordance with the provisions of the *Administrative Appeal Act*.

十一之一、二人以上對於同一原因事實之措施共同提起申訴時，準用訴願法第二十一條至第二十七條規定。

XI-1. Two or more individuals appealing with same cause may jointly file an appeal in accordance with Article 21 to Article 27 of the *Administrative Appeal Act*.

十二、申訴應繕具申訴書，載明下列事項，由申訴人署名，並應檢附原措施文書、有關之文件及證據：

XII. When filing an appeal, appellants shall submit a completed appeal form with the following information and their signature, as well as the documentation issued by the responsible unit, relevant materials, and evidence:

(一) 申訴人姓名、出生年月日、身分證明文件號碼、服務單位職稱、住居所、電話。

(1) the appellant's name, date of birth, national ID number, affiliated unit and job title, address, and phone number

(二) 有代理人或代表人者，其姓名、出生年月日、身分證明文件號碼、住居所、電話。

(2) the proxy or representative's name, date of birth, national ID number, address, and phone number

(三) 為原措施之單位。

(3) the responsible unit

(四) 收受或知悉措施之年月日、申訴之事實及理由。

(4) the date of receiving or learning about the measures, and the fact and reason for the appeal

(五) 希望獲得之補救。

(5) administrative remedies that the appellant seeks

(六) 提起申訴之年月日。

(6) the date of filing an appeal

(七) 受理申訴之單位。

(7) the unit handling the appeal

(八) 載明就本申訴事件有無提起訴願、訴訟。

(8) whether this appeal is filed to a superior agency or in the process of a lawsuit

再申訴時，並應檢附原申訴書及原評議書，並敘明其受送達原申訴評議書之時間及方式。

When filing a further appeal, appellants shall attach their original appeal form and the appeal resolution notification and its delivered date and way thereof.

十三、提起申訴不合法定程式，其情形可補正者，應通知申訴人於二十日內補正。逾期未補正者，申評會得逕為評議。

XIII. If an appeal does not comply with legal procedure but can be supplemented, the Committee shall notify the appellant to supplement it within twenty days. The Committee may proceed its deliberation after the stipulated timeframe, notwithstanding the supplement.

十四、申評會應自收到申訴書之次日起十日內，以書面檢附申訴書影本及相關書件，請求為原措施之單位提出說明。

XIV. The Committee shall ask for an explanation, along with a copy of the appeal form and relevant documents, from the responsible unit within seven days after the date of receiving an appeal.

相關單位應自前項書面請求到達之次日起二十日內，擬具說明書連同關係文件，送達受理之申評會，並應將說明書抄送申訴人。但為原措施之單位認申訴為有理由者，得自行撤銷或變更原措施，並函知申評會。

The responsible units shall submit the explanation with related documents to the Committee and forward them to the appellant within twenty days after receiving the said written request. Nevertheless, the said unit may have the original measures revoked or altered after considering the appeal with valid grounds, and shall reply the Committee in writing.

為原措施之單位逾前項期限未提出說明者，申評會得逕為評議。

If the said unit fails to provide any explanation by the deadline stipulated in the preceding Paragraph, the Committee shall proceed its deliberation.

第一項期間，於依前條規定補正者，自補正之次日起算；未為補正者，自補正期限屆滿之次日起算。

For cases requiring supplemental documentation as per the preceding Article, the timeframe mentioned in Paragraph 1 shall start from the following day after receiving the documentation, or the day after the supplementation deadline expires if no documentation is provided.

十五、申訴提起後，於決定書送達申訴人前，申訴人得撤回之。申訴經撤回者，

申評會應終結申訴案件之評議，並以書面通知申訴人及為原措施之單位。申訴人撤回申訴後，不得就同一原因事實重行提起申訴。

XV. Appellants may withdraw their appeal before receiving the appeal resolution notification from the Committee. After withdrawal, the Committee shall terminate the appeal and notify both the appellant and the responsible unit. A withdrawn appeal shall not be refiled for the same cause.

十六、提起申訴之教師就申訴案件或相牽連之事件，同時或先後另行提起訴願、行政訴訟、民事或刑事訴訟者，應即以書面通知申評會。申評會依前項通知或依職權知有前項情形時，應以書面通知申訴人停止申訴案件之評議；俟停止原因消滅後經其書面請求繼續評議。

XVI. If the appeal case or its related issue is simultaneously, previously, or subsequently filed to a superior agency or undergoing the process of an administrative, civil, or criminal lawsuit, the appellant shall notify the Committee in writing. Upon learning of the circumstances mentioned above, either through notification or by its own authority, the Committee shall suspend the deliberation of the appeal. After the reason for suspension no longer exists, the Committee shall resume the deliberation upon the appellant's request in writing.

申訴案件全部或一部之決定，以其他訴願或訴訟之法律關係是否成立為據者，申評會得在其他訴願或訴訟終結前，以書面通知申訴人，停止申訴案件之評議，俟停止原因消滅後繼續評議。

When the resolution on all or part of an appeal case predicated on the result of other appeals to the superior agency or lawsuits, the Committee shall notify the appellant in writing to suspend the deliberation until the other appeals or lawsuits are resolved. The deliberation shall resume once the reason for suspension no longer exists.

十七、申評會依前點規定繼續評議時，應以書面通知申訴人。

XVII. The Committee shall notify the appellant in writing when it resumes the deliberation in accordance with the preceding Article.

十八、申評會會議以不公開舉行為原則。

XVIII. The convening of the Committee shall in principle remain confidential.

申評會評議時，得經決議邀請申訴人、關係人、學者專家或有關單位指派人員到場說明。

When deliberating on an appeal, the Committee with consensus may invite the appellant, related parties, scholars/experts, or representatives of relevant units to attend and present their explanations.

申訴人及為原措施單位得申請到場說明；經申評會認為理由正當者，應指定時間地點通知其到場說明。

The appellant and responsible unit may request to present explanations in person during the meeting. Once the Committee deems their request reasonable, it shall notify them to attend with the date, time and venue of the meeting.

依前項規定到場說明時得偕同輔佐人一至二人為之。

When presenting explanations in person as per the preceding Paragraph, they may be accompanied by one or two assistants.

申訴案件有實地瞭解之必要時，得經申評會決議，推派委員至少三人為之，並向委員會議報告。

When a field investigation is necessary, the Committee may form an ad hoc team with at least three members to conduct the investigation and report their findings to the Committee.

十九、申評會委員對於與申訴案件有利害關係或關於其服務單位申訴案件者，應自行迴避，不得參與評議。

XIX. Committee members who are interested parties of the appeal case or are involved in the case related to their affiliated unit shall recuse themselves from the deliberation.

有具體事實足認申評會委員就申訴案件有偏頗之虞者，申訴人得舉其具體原因事實向申評會申請該委員迴避，並應舉其原因事實。

When there exists substantial ground to prove a member biased against the appeal with corroborating justification, the appellant may apply to the Committee for the recusal of the member in question.

申評會委員有第一項情形未自行申請迴避者，應由委員會依職權命其迴避。

Committee members failing to recuse themselves as per Paragraph 1 shall be requested to do so by the Committee.

申評會委員於評議程序中，除經委員會決議外，不得與當事人、代表其利益之人或利害關係人為程序外之接觸。

Committee members shall not engage in any interaction with the appellants involved, their representative or proxy, or any interested parties within the deliberation procedure unless approved by the Committee.

二十、申評會之決定，除依第十六點規定停止評議者外，自收受申訴書之次日起，應於三個月內為之；必要時，得予延長，並通知申訴人。延長以一次為限，最長不得逾二個月。

XX. Except for cases resulting in suspension of deliberation as per Article 16, the Committee shall reach a resolution within three months after receiving the appeal. When necessary, the deliberation process may be extended once for up to two months, with the appellant notified.

前項期間，於依第十三點規定補正者，自補正之次日起算；未為補正者，自應補正期間屆滿之次日起算；依第十六點規定停止評議者，自繼續評議之日起重行起算。於評議決定期間補具理由者，自收受最後補具理由之次日起算。

For cases requiring supplemental documentation as per Article 13, the timeframe mentioned in the preceding Paragraph shall start from the following day after receiving the documentation, or the day after the supplementation deadline expires if no documentation is provided. For cases involving suspension of deliberation as per Article 16, the timeframe shall be reset and start from the day of resuming deliberation. When additional documents supplementing justifications are provided during the deliberation, the timeframe shall start from the following day of the final receipt of the said documents.

二十一、申訴案件有下列各款情形之一者，應為不受理之評議決定：

XXI. Appeals shall not be accepted for any of the following reasons:

(一) 申訴書不合法定程式不能補正，或經通知限期補正而屆期未完成補正。

(1) An appeal form not complying with legal procedure cannot be supplemented, or the appellant fails to complete the supplementation within the stipulated deadline after notification.

(二) 提起申訴逾第十一點規定之期間者。

(2) The appeal is filed after the deadline stipulated in Article 11.

(三) 人不適格。

(3) The appellant is not qualified.

(四) 原措施已不存在或申訴已無實益。

(4) The original measure no longer exists, or the appeal has no effect or does not result in any change.

(五) 依第二點第二項提起之申訴，應作為之單位或主管教育行政機關已為措施。

(5) The responsible unit or the MOE has taken action on the appeal filed in accordance with Paragraph 2 of Article 2.

(六) 對已決定或已撤回之申訴案件就同一原因事實重行提起申訴。

(6) The appeal is refiled for the same cause after a resolution has been made or the case has been withdrawn.

(七) 依第十六點第二項規定繼續評議，其原措施屬行政處分。

(7) The deliberation is resumed in accordance with Paragraph 2 of Article 16, when the original measure is an administrative measure.

(八) 其他依法非屬教師申訴救濟範圍內之事項。

(8) The case falls outside the scope of faculty appeal as defined by laws.

二十一之一、分別提起之數宗申訴係基於同一或同種類之事實上或法律上之原因者，申評會得合併評議，並得合併決定。

XIX-1. When multiple appeals are filed separately based on the same or similar fact or legal basis, the Committee may consolidate them for deliberation and issue a joint resolution.

二十二、申評會於申訴案件評議前認為必要時，得推派委員三人至五人進行審查，委員於詳閱卷證、研析事實及應行適用之法規後，向申評會提出審查意見。

XXII. When necessary, the Committee may form an ad hoc team with at least three to five members to review the appeal case before the deliberation. After thoroughly reviewing the evidence, analyzing the facts, and considering the applicable regulations, the ad hoc team shall submit its findings to the Committee.

二十三、申評會評議時應審酌申訴案件之經過、申訴人所受損害及所希望獲得之補救、申訴雙方之理由、對公益之影響及其他相關情形，為評議決定。

XXIII. The Committee shall take into account the course of the appealing case, the harm to the appellant and possible administrative remedies sought, the explanations provided by both parties, the impact on the public interest, and other relevant factors when making a resolution.

二十四、申訴無理由者，申評會應為駁回之評議決定。

XXIV. An appeal without justification shall be rejected as a resolution.

原措施所憑之理由雖屬不當，但依其他理由認原措施為正當者，應以申訴為無理由之評議。

Even if the justification for the original measure is found inappropriate, the appeal may still be rejected when the said measure is deemed valid based on other justification.

二十五、申訴有理由者，申評會應為有理由之評議決定，其有補救措施者，並應於

決定主文中載明。

XXV. An appeal with justification shall be resolved as valid. Additionally, applicable remedies shall be specified in the main content of the appeal resolution notification.

前項評議決定撤銷原措施，發回原措施單位另為措施，應指定相當期間命其為之。

When the resolution in the preceding Paragraph is to cancel the original measure, the responsible unit shall take new measure within a stipulated period dictated by the Committee.

依第二點第二項提起之申訴，申評會認為有理由者，應指定相當期間，命應作為之單位速為一定之措施。

When an appeal filed in accordance with Paragraph 2 of Article 2 is deemed valid, the Committee shall dictate a reasonable period for the responsible unit to take appropriate and prompt action.

二十六、申評委員應親自出席申評會議，經全體委員二分之一以上出席，始得開議；評議決定應經出席委員三分之二以上之同意行之；其他事項之決議以出席委員過半數之同意行之。

XXVI. The Committee shall convene with at least half of its members in attendance. The resolution of an appeal shall be approved by at least two-thirds of attending members, while other resolutions by at least half of the attending members.

前項評議決定，迴避之委員不計入出席委員人數。

Members who recuse themselves shall not be counted as attending members when the resolutions stipulated in the preceding Paragraph are made.

二十七、申評會之評議決定，以徵詢無異議、舉手或無記名投票表決方式為之，其評議經過及個別委員意見應對外嚴守秘密。前項表決結果應載明於當次會議紀錄，表決票應當場封緘，經會議主席及委員推選之監票委員簽名，由申評會妥當保存。

XXVII. The Committee's resolutions shall be made through consensus, a show of hands, or anonymous voting. Deliberations and individual members' opinions shall all be kept strictly confidential. The voting results mentioned above shall be recorded in the meeting minutes, and the ballots bearing the signatures of the chairperson and the ballot supervisors elected by the Committee members shall be sealed on-site and properly kept by the Committee.

二十八、申評會應指定人員製作評議紀錄附卷，委員於評議中所持與評議決定不同之意見，經其請求者，應列入紀錄。

XXVIII. The Committee shall assign staff to take minutes of appeal deliberation and keep relevant materials; opinions dissenting from the Committee's resolution shall be included in the minutes upon request.

二十九、評議書應載明下列事項：

XXIX. The appeal resolution notification shall include the following information:

- (一) 申訴人姓名、出生年月日、身分證明文件號碼、服務單位及職稱、住居所、電話。
 - (1) name, date of birth, national ID number, affiliated unit and job title, and phone number of the appellant
- (二) 代理人或代表人者，其姓名、出生年月日、身分證明文件號碼、住居所、電話。
 - (2) name, date of birth, national ID number, address, and phone number of the appellant's proxy or representative
- (三) 為原措施之單位。
 - (3) the responsible unit
- (四) 主文。
 - (4) the main content
- (五) 事實及理由；其係不受理決定者，得不記載事實。
 - (5) facts and justification (Facts may be omitted if the appeal is rejected)
- (六) 申評會主席署名。申評會作成評議書時主席因故不能執行職務者，由代理主席署名，並記載其事由。
 - (6) the signature of the chairperson (If the chairperson is unable to perform duties for any reasons when the Committee issues the appeal resolution notification, the proxy shall sign it and state the reason.)
- (七) 評議書作成之年月日。
 - (7) the date on which the appeal resolution notification is completed

評議書應附記如不服評議決定，得於評議決定書送達之次日起三十日內，向所載再申訴機關提起再申訴。但不得提再申訴，或其申訴依規定以再申訴論者，應附記如不服評議決定，得按事件之性質，依相關法律規定於法定期限內，向主管機關提起訴願或訴訟。

The appeal resolution notification shall state that the appellant may file an further appeal to the stipulated authority within thirty days from the following day of

receiving the said notification if they disagree with the resolution. However, for cases that cannot be further appealed or those deemed as a further appeal by certain regulations, the appeal resolution notification shall state that appellants may file an appeal to a superior agency or pursue a lawsuit based on the nature of the case and relevant laws within the stipulated period.

三十、評議書應以國立中山大學名義為之，正本以本校公文書郵務送達申訴人及為原措施之單位。

XXX. The appeal resolution notification shall be issued under the name of the University, with the original copy sent to the appellant and the responsible unit via the University's official mail.

申訴案件有代表人或代理人者，除受送達之權限受有限制者外，前項評議書之送達，向該代表人或代理人為之；代表人或代理人有二人以上者，送達得僅向其中一人為之。

If the appeal case involves proxies or representatives, the appeal resolution notification in the preceding Paragraph shall be delivered to them, unless their right to receive the notification is limited. Delivery of the said notification may be made to just one of the representatives or proxies if there are two or more.

三十一、評議決定有下列各款情事之一者，即為確定：

XXXI. The resolution shall be finalized under any of the following circumstances:

(一) 申訴人、為原措施之單位於評議書送達之次日起三十日內未提起再申訴。

(1) Neither the appellant nor the responsible unit files a further appeal within thirty days from the following day of receiving the appeal resolution notification.

(二) 申訴評議書送達於再申訴人。

(2) The appeal resolution notification of the further appeal is delivered to the appellant.

三十二、評議決定確定後，本校應監督所屬相關單位確實執行；相關單位應將執行結果書面通知教師申訴評議委員會。

XXXII. Once the resolution is finalized, the University shall oversee its implementation by relevant units. Moreover, the relevant units shall submit a written report on implementation results to the Committee.

三十三、依本要點規定所為之申訴說明及應具備之文件應以中文書寫；其文件係引述外文者，應譯成中文，並應附原外文資料。

XXXIII. Appeal explanations and required documents specified in these guidelines shall

be written in Chinese. Any documents in a foreign language shall be translated into Chinese, with the original materials attached.

因申訴、再申訴所提出之資料，以錄音帶、錄影帶、電子郵件提出者，應檢附文字抄本，並應載明其取得之時間、地點，及其無非法盜錄、截取之聲明。

The materials submitted in the form of audio tapes, video tapes, or emails with the appeal or further appeal shall provide written transcripts, stating the time and location of its acquisition, along with a declaration that no illegal recording or interception is involved.

三十四、對申評會於程序進行中所為之程序上處置不服者，應併同評議決定依法提起救濟。

XXXIV. Those who are dissatisfied with the Committee's procedural measures during the deliberation may seek administrative remedies in accordance with laws, along with the resolution.

三十五、研究人員之申訴，比照教師依本要點辦理。

XXXV. Appeals filed by researchers shall be handled in accordance with these guidelines, *mutatis mutandis*.

三十六、代理人，除本要點另有規定外，準用訴願法第三十二條至第四十條規定。

XXXVI. Except as otherwise specified in these guidelines, a proxy shall be governed by Articles 32 to 34 of the *Administrative Appeal Act*.

申訴文書之送達，除本要點另有規定外，準用行政訴訟法第七十一條至第七十四條規定。

Except as otherwise specified in these guidelines, the delivery of appeal documents shall be handled in accordance with Articles 71 to 74 of the *Administrative Appeal Act*.

三十七、本要點修正施行前審理中之申訴案件，其後續申訴程序，依修正後之要點終結之。

XXXVII. Appeal cases under deliberation prior to the amendment of these guidelines shall continue and be resolved in accordance with the amended guidelines.

三十八、本要點經行政會議及校務會議通過，陳請校長核定後實施，修正時亦同。

XXXVIII. These guidelines are approved by the Executive Meeting, the University Council, and the President before implementation. Amendments to these guidelines shall follow the same procedure.