

國立中山大學理學院物理學系教師聘任要點

Guidelines on the Appointment of Faculty in the Department of Physics

87.09.17 本系 87 學年度第 3 次系務會議通過
87.09.30 理學院 87 學年度第 2 次院教評會核備
89.04.28 本系 88 學年度第 7 次系務會議修訂通過
89.05.03 理學院 88 學年度第 6 次院教評會核備
94.03.04 本系 93 學年度第 6 次系務會議修訂通過
94.10.06 理學院 94 學年度第 1 次院教評會核備
94.11.17 本系 94 學年度第 4 次系務會議修訂通過
94.11.21 理學院 94 學年度第 2 次院教評會核備
97.12.02 本系 97 學年度第 4 次系務會議修訂通過
109.9.28 本系 109 學年度第 2 次系務會議修訂通過
109.11.19 理學院 109 學年度第 2 次院教評會核備
110.09.07 本系 110 學年度第一次系務會議修訂通過
110.09.28 理學院 110 學年度第 1 次院教評會核備

Approved at the 1st College Faculty Evaluation Committee meeting on September 28, 2021

- 一、為審議物理系專、兼任教師與校務基金進用教學人員及研究人員(簡稱約聘教師)之聘任(含聘期、停聘、解聘、不續聘)，依據本校「教師評審委員會設置辦法」第二條第三款、「教師及研究人員聘任規則」、「進用約聘教學人員及研究人員實施要點」及「理學院教師聘任要點」訂定本要點以憑辦理。
- I. These guidelines are formulated to review the appointment (including term, suspension, dismissal, and non-renewal of appointment) of full-time and adjunct faculty members, as well as faculty and researchers appointed under the University Endowment Fund in the Department of Physics (hereinafter referred to as the “Department”), in accordance with Subparagraph 3 of Article 2 of the University’s *Regulations for the Establishment of Faculty Evaluation Committees*, *Regulations for the Appointment of Faculty and Researchers*, *Guidelines on the Contract Employment of Faculty and Researchers*, and *Guidelines on the Appointment of Faculty in the College of Science*.
- 二、新聘各級教師應依據本校「教師及研究人員聘任規則」第三條所列資格審查。
- II. The appointment of new faculty at all ranks shall undergo a qualification review in accordance with Article 3 of the University’s *Regulations for the Appointment of Faculty and Researchers*.
- 三、本系擬聘專任教授、副教授、助理教授及講師，分為一般新聘程序及專案新聘程序：
- III. The appointment of new full-time professors, associate professors, assistant

professors, and lecturers in the Department shall be classified into two categories: the general appointment procedure and the project-based appointment procedure.

一般新聘程序：

General appointment procedure:

需經本系人事委員會進行遴選後向系務會議提出建議名單，再由全體專任教師進行初、複選後，送系教師評審委員會依擬聘職級進行審查。

The Department Personnel Committee shall conduct a selection process and submit a list of recommended candidates to the Department Council meeting. Subsequently, full-time faculty shall conduct the initial and second selections before the candidates are reviewed by the Department Faculty Evaluation Committee (DFEC) based on the planned rank of appointment.

若擬聘職級為助理教授，經系教師評審委員會、校新進教師遴聘委員會審查通過，送理學院辦理外審後，由全體專任教師進行決選。

The appointment of assistant professor shall be approved by the DFEC and the University's New Faculty Selection Committee (NFSC). The approved case shall be submitted to the College of Science for external evaluation and shall be returned to the full-time faculty to conduct a final selection of these candidates.

若擬聘職級為副教授以上，經系教師評審委員會、院教師評審委員會、校新進教師遴聘委員會審查通過，送校辦理外審後，由院教師評審委員會審查。

The appointment of associate professors or higher rank shall be approved by the DFEC, College of Faculty Evaluation Committee (CFEC), and the NFSC. The approved case shall be submitted to the University for external evaluation and shall be returned to the CFEC for review.

(一) 本系擬新聘教師時，應約於十月(或五月)月底前將招聘廣告刊登於國內外媒體或學術刊物，並言明截止收件日期約為二月(或八月)底。

(1) Department that proposes to appoint new faculty shall publish recruitment announcements in domestic and international media or academic journals by the end of October (or May). The announcement shall clearly specify that the applications shall be submitted around the end of February or August.

- (二) 所有申請者資料均公開陳列以提供全體專任教師參閱。人事委員會依申請者領域分類後，依個人專長進行分組遴選，再向系務會議提出建議名單。若欲推薦未在建議名單之列的人選時，須於系務會議中詳述推薦理由並經無異議通過後，方可參加初選。
- (2) All application materials shall be publicly displayed for review by the full-time faculty. The Department Personnel Committee shall categorize the applications based on the filed of expertise and conduct the selection separately on that basis before submitting the list of recommended applicants to the Department Council. Applicants not in the list may enter the initial selection after being recommended with detailed reasons at Department Council meetings and approved without objections.
- (三) 本系全體專任教師就所有建議名單，以無記名投票方式進行初複決選程序，無法出席會議者得採通訊投票及委託投票。
- (3) The full-time faculty of the Department shall conduct both the initial and second selections for the recommended candidates through anonymous voting. Faculty unable to attend for the selection may exercise their voting rights through postal voting or by proxy, in accordance with the relevant procedures established by the Department.
1. 初選須經全體專任教師二分之一以上出席，並經出席者二分之一以上同意，始得進入複選。
 - i. At least half of the full-time faculty members shall attend to conduct the initial selection. Cases approved by half of the attendees shall enter the second selection.
 2. 複選需經全體專任教師三分之二以上出席，並經出席者二分之一以上同意，始得進入送系教評會審理。
 - ii. At least two-thirds of the full-time faculty members shall attend to conduct the second selection. Cases approved by half of the attendees shall be submitted to the DFEC for review.
 3. 助理教授職級候選人需進行決選，決選時參考理學院外審成績及校

新進教師遴聘委員會決議，經全體專任教師三分之二以上出席討論，提出建議送系教評會。若有疑慮者，經出席二分之一以上不同意，則建議排除。

iii. Candidates for the rank of assistant professor shall undergo a final selection with reference to the results of the external evaluation handled by the College and the resolution made by the University New Faculty Selection Committee. At least two-thirds of the full-time faculty members shall attend to discuss the case before submitted the case to the DFEC for review. Cases with concerns shall be rejected when half of the attendees do not approve.

(四) 本系教師評審委員會就第三條第三項第三款之決議、理學院外審成績及其個人學經歷，依本校「教師及研究人員聘任規則」所列之資格進行聘任資格之審查及確認(投票同意數需吻合院及校之規定)。

(4) The DFEC shall review and verify the appointment qualifications of the candidates in accordance with the University's *Regulations for the Appointment of Faculty and Researchers*, Subparagraph 3 of Paragraph 3 of Article 3 in the resolution made by the DFEC, the results of external evaluation handled by the College, and the candidate's academic and professional background. The threshold of approval shall meet the requirements stipulated in the regulations of the College and the University.

專案新聘程序：

Project-based appointment procedure:

由本系人事委員會提議，經系務會議同意後組成專案新聘小組(含正、副及助理教授或其他專家學者)

The Project-Based Appointment Committee shall be established upon proposal by the Department Personnel Committee and approval by the Department Council meeting. The committee shall consist of full, associate, and assistant professors, as well as other experts and scholars.

(一) 專案新聘小組依系務會議同意之領域，廣搜可能人選，收集資料與評估、探詢意見後，安排公開演講，收集系上教師意見後進行投票。期間若發

現人選不符合專案目標者，在其同意下改採一般新聘程序。

- (1) The Project-Based Appointment Committee shall broadly identify potential candidates, gather relevant information, conduct evaluations and consultations, and organize public presentations in accordance with the field approved by the Department Council meeting. After the completion of the presentations, the Committee shall gather feedback from faculty members and proceed with the voting process. If, during the process, any candidate is deemed inconsistent with the objectives of the project-based appointment, the procedure may be converted into the general appointment procedure with the candidate's consent.
- (二) 專案新聘小組審查案件，每次應有三分之二以上成員出席，並經出席者二分之一以上同意，始得送入系教評會審理。
- (2) At least half of the Project-Based Appointment Committee members shall attend to conduct the initial selection. Cases approved by half of the attendees shall be submitted to the DFEC for review.
- (三) 若擬聘職級為**助理教授**，經系教師評審委員會、校新進教師遴聘委員會審查通過，送理學院辦理外審後，由全體專任教師進行決選。
- (3) The appointment of assistant professor shall be approved by the DFEC and the University's New Faculty Selection Committee (NFSC). The approved case shall be submitted to the College of Science for external evaluation and shall be returned to the full-time faculty to conduct a final selection of these candidates.

若擬聘職級為**副教授以上**，經系教師評審委員會、院教師評審委員會、校新進教師遴聘委員會審查通過，送校辦理外審後，由院教師評審委員會審查。

The appointment of associate professors or higher rank shall be approved by the DFEC, College of Faculty Evaluation Committee (CFEC), and the NFSC. The approved case shall be submitted to the University for external evaluation and shall be returned to the CFEC for review.

- (四) 助理教授職級候選人需進行決選，決選時參考理學院外審成績及校新進教師遴聘委員會決議，經全體專任教師三分之二以上出席討論，提出建

議送系教評會。若有疑慮者，經出席二分之一以上不同意，則建議排除。

- (4) Candidates for the rank of assistant professor shall undergo a final selection with reference to the results of the external evaluation handled by the College and the resolution made by the University New Faculty Selection Committee. At least two-thirds of the full-time faculty members shall attend to discuss the case before submitted the case to the DFEC for review. Cases with concerns shall be rejected when half of the attendees do not approve.

四、兼任教師之聘任得依課程需要由課程委員會提出人選，經系務會議三分之二出席，並經出席者二分之一以上同意，經教師評審委員會四分之三出席，並經出席者三分之二以上同意，始得通過聘任，唯聘期均以一年或半年為原則。

- IV. The appointment of adjunct faculty shall be proposed by the Curriculum Committee based on instructional needs. At least two-thirds of the Department Council members shall attend the meeting, and cases approved by more than half of the attendees shall be submitted to the DFEC for review. At least three-fourths of the DFEC members shall attend the review meeting, and the appointment approved by at least two-thirds of the attendees shall be passed. In principle, the term of appointment shall be either one academic year or one semester.

五、合聘教師之聘任得依需要由本系教師提出人選，經系務會議三分之二出席，並經出席者二分之一以上同意，再經系教師評審委員會四分之三出席，並經出席者三分之二以上同意，始得通過聘任，唯聘期均以一年或半年為原則。

- V. The appointment of joint employment faculty may be proposed by faculty members of the Department when necessary.

At least two-thirds of the Department Council members shall attend the meeting, and cases approved by more than half of the attendees shall be submitted to the DFEC for review. At least three-fourths of the DFEC members shall attend the review meeting, and the appointment approved by at least two-thirds of the attendees shall be passed. In principle, the term of appointment shall be either one year or one semester.

六、約聘教師之聘任得依課程或研究需要，由課程委員會或學術委員會提出人選，經教師評審委員會四分之三出席，並經出席者三分之二以上同意，始得通過

聘任，唯聘期均以一年或半年為原則，聘任期間本系僅提供研究室(含個人電腦)。提聘程序依本校「進用約聘教學人員及研究人員實施要點」相關規定辦理。

- VI. The appointment of contract faculty shall be proposed by the Curriculum Committee or the Academic Committee, based on instructional or research needs. At least three-fourths of the DFEC members shall attend the meeting, and cases approved by more than two-thirds of the attendees shall be submitted to the DFEC for review. In principle, the term of appointment shall be either one year or one semester. During the appointment period, the Department shall only provide a research office (including a personal computer). The appointment process shall be handled in accordance with the University's *Guidelines on the Contract Employment of Faculty and Researchers*.
- 七、本系擬聘助教協助教學工作，亦需經本系教師評審委員會審議通過後，向理學院教師評審委員會提聘。
- VII. The appointment of teaching assistants in the Department shall be approved by the DFEC before being submitted to the CFEC for appointment.
- 八、有關教師之聘期、停聘、解聘、不續聘及基本授課時數等相關事項，悉依本校相關規定辦理。
- VIII. Matters regarding term, suspension, dismissal, or non-renewal of appointment, as well as teaching hours, shall be handled in accordance with the University's relevant regulations.
- 九、本要點經系務會議通過，送理學院教師評審委員會核備後實施，修正時亦同。
- IX. These guidelines are approved by the Department Council and the College Faculty Evaluation Committee before implementation. Amendments to these guidelines shall follow the same procedure.