

國立中山大學進用外籍教學人員聘任制度實施方案

Implementation of the Appointment of International Faculty

106. 11. 30本校第383次教師評審委員會審議通過

Approved at the 383rd University Faculty Evaluation Committee meeting on November 30, 2017

107.10.18本校第389次教師評審委員會修正通過

Approved at the 429th University Faculty Evaluation Committee meeting on October 18, 2018

111.10.20本校第417次教師評審委員會修正通過

Approved at the 417th University Faculty Evaluation Committee meeting on October 20, 2022

112.12.21本校第429次教師評審委員會修正通過

Approved at the 429th University Faculty Evaluation Committee meeting on December 21, 2023

一、 國立中山大學(以下簡稱本校)為因應教學及研究需要，依專科以上學校進用編制外專任教學人員實施原則訂定本方案。

I. These provisions are formulated to fulfill teaching and research needs in accordance with *Regulations for the Recruitment of Full-time Faculty beyond the Manning Quota at Junior Colleges and Institutions of Higher Education*.

二、 本方案所稱進用外籍教學人員(下稱本方案進用人員)，係指以校務基金自籌收入聘用於全英語教學(可含學術研究)，且具外國國籍之編制外教師。

II. “International faculty” herein shall refer to those appointed beyond the manning quota to offer EMI courses (and conduct academic research), with the budget sourced from the self-generated income of the University Endowment Fund.

三、 本方案進用人員之聘用，應本公平、公正、公開之原則辦理，並需符合下列要件：

III. The appointment shall be handled in a fair, just, and open principle, and the applicants shall meet the following conditions:

(一) 具有擬任工作所需之知能。

(1) possessing the knowledge and skills required for the applied position

(二) 不得有違反教育人員任用條例不得為教育人員規定之情事。

(2) not involving themselves in provisions stipulated in *Act Governing the Appointment of Educators* that prohibit one from becoming an educator

Any dispute over interpretations of these regulations shall be resolved in the court of law based on the Chinese version.

(三) 品行端正。

(3) having a decent moral character

四、 本方案進用人員之聘用，應訂立契約，內容含下列各項：

IV. A faculty contract agreement shall be signed and include the following contents:

(一) 聘用期間。

(1) appointment term

(二) 工作內容。

(2) job descriptions

(三) 聘用期間報酬。

(3) remuneration during the appointment term

(四) 受聘人違反契約所應負之責任。

(4) liability for breach of contract

(五) 其他必要事項。

(5) other necessary conditions

五、 各學術單位符合下列各款情形之一者得延聘外籍教學人員：

V. Individual academic units may recruit international faculty when meeting one of the following conditions:

(一) 單位有全英語授課需求者。

(1) There is a need to offer EMI courses.

(二) 有支援全校性或跨領域全英語課程需求，經簽准者。

(2) There is a need to offer university-wide or cross-disciplinary EMI courses, subject to the approval from the University.

前項擬延聘之人員，如能因應國際化教學環境之需求，引進國外教學資源及合作者，得由各學術單位衡酌優先考量遴聘。

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To facilitate adapting to an international teaching environment, applicants capable of bringing in overseas teaching resources and collaboration shall be given priority for appointment of the faculty stipulated in the preceding Paragraph.

各學術單位聘任外籍教學人員前，應填具相關申請表件，並檢附以下證件，完成審查程序後始得聘用：

Individual academic units shall fill out the relevant application forms and attach the documentation specified below before engaging the appointment. The faculty shall be appointed after the completion of the review procedure.

(一) 最高學位證書。

(1) graduation certificate of the highest degree

(二) 符合擬聘等級最低資格資歷證明文件。

(2) documentation indicating conformity with the minimum qualifications and work experience for the applied rank

(三) 其他足資證明文件。

(3) other supporting documents

六、 各院(中心)級學術單位得以現有編制內專任教師總數百分之二十之人數為原則，聘任外籍教學人員，並依下列程序辦理：

VI. Individual colleges (education centers) may recruit international faculty up to 20% of their current full-time faculty members within the manning quota in accordance with the following appointment procedures:

(一) 新聘程序：比照本校編制內專任教師辦理；已具擬聘職級教師證書者，得免辦理著作外審。

(1) The appointment of new faculty shall be handled in accordance with the procedures for full-time faculty within the manning quota; those who hold a Teacher's Certificate at the current rank may be exempt from the external review of their academic publications.

(二) 國外學歷查證：以國外學位或文憑送審者，依專科以上學校教師資格審定辦法規定辦理，其學位或文憑之入學資格、畢業學校、修習

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課程、修業期間及不予認定之情形，準用大學辦理國外學歷採認辦法、大陸地區學歷採認辦法、香港澳門學歷檢覈及採認辦法、專科學校辦理國外學歷採認辦法之規定。

- (2) Regarding the notarization of overseas degrees, applications with an overseas degree or diploma shall be handled in accordance with *Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education*. Matters related to admission qualifications of their degree or diploma, institutional accreditation, courses taken, duration of studies, and others shall be handled in accordance with *Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education*, *Regulations Governing the Assessment and Recognition of Academic Records from China*, *Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao*, and *Regulations Governing the Assessment and Recognition of Foreign Academic Records by Junior Colleges and Institutions of Higher Education*.

(三) 聘期：本方案進用人員聘期以二年為原則。

- (3) The appointment term shall be two years, in principle.

(四) 晉薪：依其各學年度考核結果，得逐年晉薪；考核未通過者，經聘用單位限期改善而未改善者，依規定終止聘任關係。

- (4) Advancement to the next salary grade may be granted annually, based on the assessment result of the current academic year. Failure to pass the assessment may result in termination of appointment if no improvement is made within the period specified by the recruiting unit.

(五) 前款考核標準由各學院(中心)訂定之。

- (5) The criteria of the assessment in the preceding Subparagraph shall be formulated separately by individual colleges (education centers).

(六) 續聘程序：各聘任單位系級教評會應於每年五月底前完成續聘審查，並經院級教評會及校級教評會審議通過後，陳請校長核定後始得續聘。

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(6) Individual department faculty evaluation committees shall complete the review for renewed appointments by the end of May each year. The cases shall then be submitted to their affiliated college and University faculty evaluation committees in succession for deliberation and approval, and subsequently to the President for final approval.

(七) 前款續聘條件由各學院訂定，並列入契約內容。

(7) Conditions of renewing an appointment shall be formulated by individual colleges and stated accordingly in the faculty contract agreement.

七、 本方案進用人員參加編制內專任教師甄選時，需依新聘教師程序重新審查之，惟免辦理著作外審。

VII. International faculty herein applying for a full-time position within the manning quota shall be reviewed again following the appointment procedures for new faculty, but may be exempt from the external review of their academic publications.

八、 本方案進用人員之基本授課時數比照專任教師，若主持國家科學及技術委員會計畫者，得依「國立中山大學教師授課鐘點核計準則」抵充至多三小時授課時數。

VIII. International faculty herein shall have the same basic teaching hours as the faculty within the manning quota, and if they serve as a principal investigator of projects granted by the National Science and Technology Council, they may have up to three teaching hours reduced in accordance with *Guidelines on the Calculation of Hourly Pay for Faculty Members*.

九、 本方案進用人員之資格條件及權利義務除本方案另有訂定者外，悉依本校「進用約聘教學人員及研究人員實施要點」規定辦理之。

IX. Unless otherwise stipulated in other regulations, the qualifications, rights, and obligations of international faculty appointed herein shall be handled in accordance with *Guidelines on the Contract Employment of Faculty and Researchers*.

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- 十、 本方案經本校教師評審委員會審議通過，陳請校長核定後實施，修正時亦同。
- X. These provisions are approved by the University Faculty Evaluation Committee and the President before implementation. Amendments to these provisions shall follow the same procedure.

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