

**國立中山大學校長及教授與副教授
延長服務案件處理要點**
**Guidelines on Handling the Service Extension for
the President, Professors and Associate Professors**

92.1.17 本校 91 學年度第 2 次校務會議通過
92.10.31 本校 92 學年度第 1 次校務會議修正通過
93.3.26 本校 92 學年度第 3 次校務會議修正通過
95.12.22 本校 95 學年度第 2 次校務會議修正通過
97.6.6 本校 96 學年度第 4 次校務會議修正通過
104.5.29 本校 103 學年度第 4 次校務會議修正通過
106.3.17 本校 105 學年度第 3 次校務會議修正通過
106.12.22 本校 106 學年度第 2 次校務會議修正通過
108.5.24 本校 107 學年度第 4 次校務會議修正通過
109.10.15 本校第 402 次教師評審委員會修正通過
110. 5. 13 本校第 406 次教師評審委員會修正通過
112.11.23 本校第 428 次教師評審委員會修正通過
113.06.06 本校第 435 次教師評審委員會修正通過

Amended and approved at the 435th University Faculty Evaluation Committee meeting on June 06, 2024

一、 本要點依公立專科以上學校校長教授副教授延長服務辦法規定訂之。

I. These guidelines are formulated in accordance with *Regulations Governing the Service Extension for the President, Professors and Associate Professors at Public Junior Colleges and Institutions of Higher Education*.

二、 校長於任期中屆滿六十五歲者，得任職至任期屆滿為止；於任期屆滿而獲續聘者，得繼續服務至任期屆滿，但不得逾七十歲。

II. Presidents who reach the age of sixty-five during their term of office may serve until the term expires; those who are approved for a second term may serve until the second term expires, but not exceed the age of seventy.

校長如任職至任期屆滿，並依相關法令規定回任本校教授後，得依本要點規定辦理延長服務。

Presidents who finish their term of office and are re-employed as a professor per relevant regulations may apply for a service extension in accordance with these guidelines.

三、 本校系(所、中心、教育中心、學位學程)如經檢討評估確有教學與研究需求，得徵詢所屬之教授、副教授同意後辦理延長服務。但曾因案經本校教師評審委員會決議懲處者，不得辦理延長服務。

III. After evaluating the need for teaching and research, the departments institutes/education centers/degree programs (hereinafter referred to as the “affiliated unit”) may seek the consent from their affiliated professors or associate professors to process their service extension. Faculty shall be ineligible to apply for a service extension if they were subject to disciplinary action as resolved by the University Faculty Evaluation Committee (UFEC).

延長服務之辦理，由系(所、中心、教育中心、學位學程)填具本校「教授及副教授延長服務申請表」，連同當事人身分證明文件、教師證書影本及符合延長服務條件之相關附件資料(以下簡稱教師延長服務案件)，分別會簽各相關權責單位，循程序經系(所、中心、教育中心、學位學程)、院(西灣學院)、校教師評審委員會審議通過後，准予延長服務。

To process the service extension for the faculty, the affiliated unit shall submit the “Application Form of Service Extension of Professors and Associate Professors”, the faculty’s identification, their Teacher’s Certificate, and other relevant documentations supporting the service extension to the department/institute/ education center/degree program faculty evaluation committee (hereinafter collectively referred to as the “DFEC”), college faculty evaluation committee (CFEC) and the UFEC in succession for the approval upon deliberation.

以第四點第一項第六款、第七款及第二項第六款、第七款條件申請延長服務案件，經系(所、中心、教育中心、學位學程)教師評審委員會審議通過後，應先提送教師延長服務案件審議委員會審議之。Service extension cases meeting the conditions of Subparagraphs 6 & 7 of Paragraph 1 or 2 in Article 4 shall be submitted to the DFEC for approval upon deliberation. The approved case shall be subsequently submitted to the faculty service extension review committee for further deliberation.

以第四點第一項第一款至第五款、第二項第一款至第五款、及第三項第一款至第五款條件申請延長服務案件，得提經教師延長服務案件審議委員會審議後，逕提校教師評審委員會審議，免經系(所、中心、教育中心、學位學程)、院(西灣學院)教師評審委員會審議程

序。

Service extension cases meeting the conditions of Subparagraphs 1 to 5 of Paragraph 1, 2 or 3 in Article 4 shall be submitted to the faculty service extension review committee for deliberation and then directly to the UFEC for approval after deliberation, without any reviews conducted by the DFEC and CFEC.

第四點第一項第八款、第二項第八款及第三項第八款條件申請延長服務案件，逕提校教師評審委員會審議，免經系(所、中心、教育中心、學位學程)、院(西灣學院)教師評審委員會審議程序。

Service extension cases meeting the conditions of Subparagraph 8 of Paragraph 1, 2 or 3 in Article 4 shall be directly submitted to the UFEC for approval after deliberation, bypassing the reviews conducted by the DFEC and CFEC.

第三項至第四項之教師延長服務案件審議委員會由校長、副校長、研發長、教務長及各學院院長組成。

Members of the faculty service extension committee stipulated in Paragraph 3 and 4 shall be the President, senior vice presidents, vice president for Research & Development, vice president for Academic Affairs and deans of all colleges.

四、 依第三點辦理第一次延長服務之教授、副教授，應符合下列條件之一：

IV. The first service extension of professors and associate professors in accordance with Article 3 shall meet one of the following conditions. He/She

(一)擔任中央研究院院士。

(1) is an academician of Academia Sinica,

(二)曾擔任國家講座主持人或國內外大學講座主持人。

(2) once served as a National Chair Professor or chair professor at any domestic or international university,

(三)曾獲國家產學大師獎。

(3) was once granted the Ministry of Education (MOE) National Award for Distinguished Contribution to Industry-Academia Cooperation,

(四)曾獲教育部學術獎、全國傑出通識教育教師獎或師鐸獎。

(4) was once granted the MOE Academic Award, the MOE Distinguished Award for General Education Teachers or the MOE National Excellent Teacher Award,

(五)曾獲國家科學及技術委員會傑出研究獎勵二次以上。

(5) was granted the National Science and Technology Council (NSTC) Outstanding Research Award at least twice,

(六)自屆齡當月前五年內，有一本以上個人著作出版或於國內外著名學術性刊物公開發表與所授課程相關之重要學術論文三篇以上，對學術確有貢獻，並具備下列指標之一：

(6) has published at least one book or three academic papers in renowned journals on subjects related to the area of teaching within five years prior to the month of reaching the age of 65, and meets one of the following conditions. He/She

1. 自屆齡當月前五年內，曾獲國家科學及技術委員會專題研究計畫四件以上。

i. had been granted at least four NSTC research projects within five years prior to the month of reaching the age of 65,

2. 自屆齡當月前五年內，曾獲本校彈性薪資補助三年以上。

ii. had been granted the merit pay by the University at least three years within five years prior to the month of reaching the age of 65,

3. 曾獲行政院傑出科技貢獻獎。

iii. was once granted the Executive Yuan Award for Outstanding Science and Technology Contribution,

4. 在本校任職期間個人以第一作者或通訊作者身分發表之論文，在領域權重引用影響力指數(Field-Weighted Citation Impact, FWCI)為本校整體指數之 1.5 倍以上。

iv. has published academic papers as the first author or corresponding author with the FWCI being at least one-point-five times the average of the University, or

5. 自屆齡當月前五年內，曾獲聘本校彈性薪資特聘教授以上一次。

v. was granted at least once distinguished professorship with merit pay by the University within five years prior to the month of reaching the age of 65.

(七)辦理產學合作成績優良，對學術及產業界著有具體貢獻，並具備下列指標之一：

(7) has good performance in industry-academia collaboration, makes solid contribution to both academia and industries, and achieves one of the following criteria:

1. 曾獲總統創新獎。

i. He/she was once granted Presidential Innovation Award, or

2. 自屆齡當月前五年內，經全球產學營運及推廣處認定曾接受政府或非政府委託之產學計畫總金額(含技轉金額)達二千萬元，對學術或產業界有具體貢獻。

ii. He/She had been granted the industry-academia projects outsourced by either governmental or non-governmental agencies with an aggregate grant reaching TWD twenty million (including technology transfer proceeds) within five years prior to the month of reaching the age of 65. The said grant shall be recognized by the Office of Global Industry-Academe Collaboration and Advancement (OGIACA). The said projects shall make a solid contribution to academia or industries.

(八)有特殊傑出表現，接替人選經認定屬一時難以羅致，經需求單位專案簽准後徵得當事人同意者。

(8) performs too remarkably to be replaced within a short period of time, with his/her affiliated unit obtaining approval from the President and the consent of the concerned faculty.

辦理第二次延長服務者，應符合下列條件之一：

Faculty's second service extension shall meet one of the following conditions. He/She

(一)擔任中央研究院院士。

(1) is an academician of Academia Sinica,

(二)曾擔任國家講座主持人或國內外大學講座主持人。

- (2) had once served as a National Chair Professor or chair professor at any domestic or international university,
- (三)曾獲國家產學大師獎。
- (3) was once granted the MOE National Award for Distinguished Contribution to Industry-Academia Cooperation,
- (四)曾獲教育部學術獎、全國傑出通識教育教師獎或師鐸獎。
- (4) was once granted the MOE Academic Award, the MOE Distinguished Award for General Education Teachers or the MOE National Excellent Teacher Award,
- (五)曾獲國家科學及技術委員會傑出研究獎勵二次以上。
- (5) had been granted the NSTC Outstanding Research Award at least twice,
- (六)第一次延長服務屆滿之日前五年內，有一本以上個人著作出版或於國內外著名學術性刊物公開發表與所授課程相關之重要學術論文三篇以上，對學術確有貢獻，並具備下列指標之二：
- (6) had published at least one book or three academic papers in renowned journals on subjects related to the area of teaching within five years prior to the last day of their first extended term, and meets two of the following conditions. He/She
1. 第一次延長服務屆滿之日前五年內，曾獲國家科學及技術委員會專題研究計畫五件以上。
 - i. had been granted at least five NSTC research projects within five years prior to the last day of the first extended term,
 2. 第一次延長服務屆滿之日前五年內，曾獲本校彈性薪資補助四年以上。
 - ii. had been granted the merit pay by the University at least four years within five years prior to the last day of the first extended term,
 3. 曾獲行政院傑出科技貢獻獎。
 - iii. was once granted the Executive Yuan Award for Outstanding Science and Technology Contribution,
 4. 在本校任職期間個人以第一作者或通訊作者身分發表之論文，在領域權重引用影響力指數(Field-Weighted Citation

Impact，FWCI)為本校整體指數之2倍以上。

iv. has published academic papers as the first author or corresponding author with the FWCI being at least two times the average of the University, or

5. 第一次延長服務屆滿之日前五年內，曾獲聘本校彈性薪資特聘教授以上二次。

v. had been granted at least twice distinguished professorship with merit pay by the University within five years prior to the last day of the first extended term,

(七)辦理產學合作成績優良，對學術及產業界著有具體貢獻，並具備下列指標之一：

(7) has good performance in industry-academia collaboration, makes solid contribution to both academia and industries, and achieves one of the following criteria:

1. 曾獲總統創新獎。

i. He/she was once granted Presidential Innovation Award, or

2. 第一次延長服務屆滿之日前五年內，經全球產學營運及推廣處認定曾接受政府或非政府委託之產學計畫總金額(含技轉金額)達二千萬元，對學術或產業界有具體貢獻。

ii. He/She had been granted the industry-academia projects outsourced by either governmental or non-governmental units with an aggregate grant reaching TWD twenty million (including technology transfer proceeds) within five years prior to the last day of the first extended term. The said grant shall be recognized by the OGIACA. The said projects shall make a solid contribution to academia or industries.

(八)有特殊傑出表現，接替人選經認定屬一時難以羅致，經需求單位專案簽准後徵得當事人同意者。

(8) performs too remarkably to be replaced within a short period of time, with his/her affiliated unit obtaining approval from the President and the consent of the concerned faculty.

辦理第三次延長服務者，應符合第一項第一款至第五款、第八款條件之一。

Application for the third service extension shall meet one of the conditions stipulated in Subparagraphs 1 to 5 & 8 of Paragraph 1.

五、教授、副教授延長服務案件，各系(所、中心、教育中心、學位學程)、院(西灣學院)應依下列時程辦理：

V. Service extension cases shall be handled by the affiliated unit and college in accordance with the following procedure:

(一)辦理第一次延長服務:屆齡生日為八月至次年一月者或二月至次年七月者，應分別於屆齡前一學期之四月底前或十月底前將教師延長服務案件送人事室彙整陳核，提送當學期最後一次本校教師評審委員會審議。

(1) For the first service extension, if the faculty will reach the age of 65 between August and January (the Fall semester) or between February and July (the Spring semester), their application shall be submitted by the end of April or October respectively in the preceding semester to the Office of Personnel Services (OPS) for compilation and then forwarded to the last scheduled UFEC meeting of the current semester for review.

(二)辦理第二次以後延長服務:延長服務於七月三十一日屆滿者或次年一月三十一日屆滿者，應分別於屆期當學期四月底前或十月底前將教師延長服務案件送人事室彙整陳核，提送當學期最後一次本校教師評審委員會審議。

(2) For the second or subsequent service extension, if the term of service extension ends on July 31 or January 31, the application shall be submitted by the end of April or October respectively in the current semester before the end of the term to the OPS for compilation and then forwarded to the last scheduled UFEC meeting of the current semester for review.

校長、教授、副教授延長服務案件確定後，學校應於一個月內至全國公教人員退休撫卹整合平臺登錄校長、教授及副教授延長服務名冊資料。

Once the service extension case of the President, professor, or associate professor is confirmed, the University shall register the name list within one month on the integrated platform for National Pension

of Civil Servants and Teachers.

- 六、 延長服務經各級教師評審委員會審議不通過者，應由審議不通過之教師評審委員會將未通過之理由以書面通知系(所、中心、教育中心、學位學程)。
- VI. For disapproved service extension cases, the faculty's affiliated unit shall be notified in writing with reasons by the faculty evaluation committees at all levels making the decision.
- 七、 教授、副教授於延長服務期間，不得留職停薪或休假進修、研究。
- VII. Faculty shall not take unpaid leave or take leave for further study or research during the service extension term.
- 八、 教授、副教授延長服務期間得兼任行政職務。
- VIII. Faculty shall be allowed to hold a concurrent administrative position during the service extension term.
- 九、 教授、副教授延長服務，第一次自年滿六十五歲之當日起延長服務至屆滿六十六歲之學期終了止，第二次以後，每次延長服務期限不得逾一年，至多延長服務至屆滿七十歲之當學期終了止。但具第四點第一項第一款至第二款條件之一者，得至多一次延長服務至屆滿七十歲之當學期終了止。
- IX. The approved first extension term starts from the date the faculty reach the age of 65 until the end of the semester when they reach the age of 66. From the second extended term onwards, each extended term shall not exceed one year long until the end of the semester when they reach the age of 70. For cases meeting one of the conditions of Subparagraph 1 or 2 of Paragraph 1 in Article 4, the faculty may be extended for one term that lasts until the semester when they reach the age of 70.
- 十、 校長於延長服務期間辦理退休者，其退休之生效日期如下：
- X. The effective retirement date of the President who applies for retirement during the service extension term is as follows:
 - (一)任期屆滿者，為任期屆滿之次日。
 - (1) It shall be the next date after the completion of the term as the President, or
 - (二)經教育部同意於聘期中辦理辭職者，為辭職生效日。
 - (2) it shall be the date of approved resignation by the MOE if the

President resigns during the term.

十一、教授、副教授於延長服務期間有下列原因者，本校應中止其延長服務，即時報請教育部依規定辦理退休，並以終止延長服務之日為其退休生效日：

XI. Faculty's service extension shall be terminated and their retirement case reported to the MOE, with the date of termination of service extension as the effective date of retirement, when one of the following conditions occurs:

(一)已無教學及研究意願。

(1) The faculty do not intend to teach and conduct research any longer.

(二)不符第四點所定延長服務條件。

(2) The faculty no longer meet the criteria stipulated in Article 4 for service extension.

(三)系(所、中心、教育中心、學位學程)已無教學需要。

(3) The affiliated unit no longer requires additional teaching from him/her.

十二、依大學聘任專業技術人員擔任教學辦法進用之教授級或副教授級專任專業技術人員之延長服務，得比照本要點規定辦理。

XII. The service extension of technical personnel employed as professors or associate professors per *Regulations for the Employment of Professional Technicians Teaching at Universities* shall be handled in accordance with these guidelines.

十三、本要點未規定事項，依其他相關法令規定辦理。

XIII. Matters not covered herein shall be handled in accordance with other relevant laws and regulations.

十四、本要點經校教師評審委員會通過，陳請校長核定後實施，修正時亦同。

XIV. These guidelines are approved by the UFEC and the President before implementation. Amendments to these guidelines shall follow the same procedure.