

國立嘉義大學師範學院幼兒教育學系教師評審委員會設置要點

The essentials of ECE Teaching Review Committee

中華民國 90 年 1 月 17 日 89 學年度第 1 學期第 1 次擴大系務會議通過
中華民國 90 年 1 月 29 日 89 學年度第 1 學期第 3 次校教師評審委員會通過
中華民國 96 年 6 月 21 日 95 學年度第 2 學期第 6 次系務會議修正通過
中華民國 96 年 7 月 4 日 95 學年度第 2 學期第 5 次院教評會議通過
中華民國 96 年 7 月 17 日 95 學年度第 2 學期第 8 次校教評會議通過
中華民國 97 年 8 月 20 日 97 學年度第 1 學期第 1 次系務會議修正通過
中華民國 97 年 9 月 3 日 97 學年度第 1 學期第 1 次院教師評審會議通過
中華民國 97 年 9 月 16 日 97 學年度第 1 學期第 1 次校教師評審會議通過

- 一、 國立嘉義大學師範學院幼兒教育學系(以下簡稱本學系)依據大學法第二十條、本校組織規程第三十八條及本校教師評審委員會設置辦法等相關法令規定，訂定本系教師評審委員會設置要點(以下簡稱本要點)。

Article 1 The essentials of ECE Teaching Review Committee (hereafter the Committee essentials) are established according to University Law / Article 20, NCYU Organization rules Article 38, and NCYU Teaching Review Committee essentials, etc.

- 二、 本系教師評審委員會(以下簡稱本委員會)置委員五至九人及候補委員一人，以系主任為當然委員兼召集人。其餘委員由本系專任教授、副教授中產生。但具教授資格之委員應佔全體委員三分之二以上，且副教授不得執行對教授資格之評審。本系教師評審委員之任期為一學年。本系專任教授、副教授人數未達五人時，其不足人數由本系就校內外性質相近系(所)教授或國內外研究機構具有相當教授資格之研究人員中遴選若干人，經系(所)務會議通過，送請院長轉請校長核聘。

Article 2 There are five to nine official committee members and one alternate member in the ECE Teaching Review Committee (hereafter the Committee), and the chairperson of the department of ECE shall be the ex-officio committee member and the convener. The other committee members are voted from full-time professors and associate professors in the department. The number of professors in the Committee shall be more than two-thirds, and professors' qualification shall not be reviewed by associate professors. The service duration of the committee members is for an academic year. If the number of ECE full-time professors and associate professors is less

than five, it shall select other full professors in related field to make up for the lack of members. These committee members are decided by the Department Affair Meeting, and submitted to the chairman of Teachers' College for delivering to the principle for approving.

- 三、本系教師評審委員會審議事項依據「教師法」、「教師法施行細則」、「教育人員任用條例」、「教育人員任用條例施行細則」、「專科以上學校教師資格審定辦法」及「本校教師聘任及升等審查辦法」等有關法令規定辦理，其職掌如下：
- (一)評審有關教師之新聘、改聘、續聘、延長服務、資遣原因認定、停聘、不續聘、解聘等事項。
 - (二)評審有關教師之教學、研究、服務、學術論著暨升等事項。
 - (三)評審有關教授休假研究及教師出國講學、研究、國內外進修等事項。
 - (四)評審有關教師之年資加薪、年功加俸及重大獎懲事項。
 - (五)其他有關教師應行評審事項及校長、院長交議事項之審議。

Article3 The deliberation of committee shall conform to “Teacher's Act “, “Teacher's Act Enforcement Rule”, “Rules of Education Personnel Employment”, “Enforcement Rules of Education Personnel Employment”, “The qualifications of teachers in Junior College and upper school”, and “the employment and promotion of faculty in NCYU”. Duty of the committee members are as following:

- (1)To review teachers' initial employment, contract shift, renewed employment, extend of contract, severance, not extend of contract, temporary termination of contract, contract termination, etc.
- (2)To review teachers' teaching, research, servicing, academic publishing, and promotion, etc.
- (3)To review teachers' sabbatical leave, overseas speech, research, domestic and overseas advanced study
- (4)To review teachers' rewards and punishments etc.
- (5)To review the deliberation about teachers' duty.

- 四、本委員會必要時得比照系教評會組成方式，聘請校內外資深學者組成臨時性聘任或升等審查小組，負責教師聘任或升等事宜，事後該小組即解散之。該審查小組名單，須由系務會議推

舉後，送系教評會審議決議，依行政程序簽奉校長核可後聘任之。

Article 4 The Committee could invite senior scholars to make up temporary employment or promotion review subcommittee, as the model used to form the ECE Teaching Review Committee. The subcommittee is responsible for events concerning teachers' employment or promotion, and it will be disbanded after the events are over. These subcommittee members are proposed by the Department Affair Meeting and decided by ECE Teaching Review Committee, and employed after approving by the principle.

五、本委員會會議不定期舉行，開會時應有委員三分之二以上（含）之出席，始得開議；除有關教師解聘、停聘、不續聘應依教師法第十四條之規定辦理外，應經出席委員三分之二以上（含）贊同，使得通過，投票採無記名單記方式進行。委員應親自出席，不得委託他人代理或無故不出席。本會委員於任期中講學、研究、進修、休假研究六個月（含）以上者或留職停薪者，或經本委員會認定無故未出席達三次者，由候補委員遞補之。

Article 5 The council will be held without a fixed schedule, and shall be above 2/3 committee members to attend. Teachers' contract termination, temporary termination of contract shall be in accordance with Teacher's Act Enforcement Rule Article 14th, besides, it shall be approved by at least 2/3 of the committee members in single secret ballot. The committee members have to attend in person, and others cannot represent the committee members to attend the council or be absent with proper reasons. If the committee members make speeches, research, advanced study or sabbatical leave over six months (including six months) in the service duration or be on leave without pay, or be absent with proper reasons for three times, the positions will filled by alternate members.

六、本委員會對審查之案件，應經出席委員充分討論後再做成決定，投票採無記名單記方式進行。評審過程中，如有認定之疑義，應讓當事人有提出書面或口頭答辯之機會。但關於教師升

等專門著作之評審，本委員會除能提出具有專業學術依據之具體理由，並經三分之二以上出席委員之認可，得否決著作審查結果外，否則即應尊重審查人之判斷。本委員會除考量升等名額之限制，或因對教學、研究、服務成果、任教年資等因素予以斟酌外，不應對申請人專業學術以多數決作成決定。

Article 6 The cases examined by the Committee shall be decided by the committee members after sufficient discussion, and single elected by ballot. If there are any doubtful points in the examining process, the persons concerned will have the opportunities to enter written or oral pleas. The Committee shall respect for the examination of academic publishing for promotion, except that the Committee could propose concrete reasons according to professional academic standards and approved by above 2/3 present committee members. Except for the limitation of the number of persons promoted, or deliberating upon teaching, research, service achievements, and teaching experiences, the Committee shall not decide by majority on the professional academic performances of the applicants.

七、本委員會開會時得視需要邀請有關人員列席報告或說明。

評審委員對本人、配偶、前配偶、四親等內之血親或三親等內之姻親或曾有此關係者之事項時應自行迴避，不得參與評審。

有具體事實，足認本委員會對於評審案件有偏頗之虞者，當事人得向本委員會申請該委員迴避，並應舉其原因及事實，並為適當之釋明；被申請迴避之委員，對於該申請得提出意見書，由本委員會決議之。

本委員會有第二項所訂情形不自行迴避，而未經當事人申請迴避者，主席得經本委員會決議，請該委員迴避。委員應自行迴避時，不計入出席及決議人數。

有關教師解聘、停聘及不續聘案如事證明確，而本委員會所做之決議與法律規定顯然不合時，院教評會得逕依規定審議變更之。

Article 7 According to the demands, the Committee could invite the relevant personnel to make the account.

The committee members shall avoid reviewing the deliberation of the relatives.

With sufficient concrete facts to confirm that the Committee will have biased decision on the deliberation, the person concerned could apply for avoiding the committee member, and propose the reasons and facts for proper explanation. The committee members being applied for avoidance could propose documents, and decided by the Committee.

If there is a situation as cited in Article 7 #2 without avoidance voluntarily or applying for avoidance by the person concerned, the chairperson could ask the committee for avoidance with the agreement of the Committee. If the committee member shall avoidance voluntarily, he or she is not viewed as the participant in this deliberation.

If the matters concerned with temporary termination of contract, contract termination are clear and definite, but the decision made by the Committee is unsuited to the regulations obviously, College Teaching Evaluation Committee shall revise the resolution according to relevant regulations.

八、本委員會審議結果依規定須陳報院、校教評會審議後定案者，均依規定辦理。

Article 8 The result of deliberation shall be submitted to College and University Teaching Evaluation Committee, and implemented at the relevant regulations.

九、本要點如有未盡事宜，悉依有關法令規定辦理。

Article 9 Any statute not stipulated here will be at relevant regulations.

十、本要點經系務會議通過，送院及校教評會核備，並陳請 校長核定後公告實施。

Article 10 With the approval of Department Affair Meeting and submitted to College and University Teaching Evaluation Committee, and approbated by the principle, this regulation will be implemented.