

銘傳大學教師評鑑委員會設置辦法

Ming Chuan University Regulations for Establishing Faculty Evaluation Committee

中華民國 97 年 1 月 21 日第 71 次擴大行政會議通過

中華民國 97 年 10 月 13 日行政會議通過

中華民國 100 年 1 月 3 日行政會議通過

中華民國 106 年 11 月 6 日行政會議通過

Passed at the 71th Expanded Administrative Council Meeting on November 9, 2008

Passed at the Administrative Council Meeting on October 13, 2008

Passed at the Administrative Council Meeting on January 3, 2011

Passed at the Administrative Council Meeting on November 6, 2017

第1條 為順利推動本校教師評鑑工作，依據大學法相關規定訂定本辦法。

Article 1 These regulations are established to smoothly promote faculty evaluation affairs in accordance with the University Act.

第二條 本校教師評鑑委員會職掌如下：

1. 擬訂教師評鑑工作準則與指標。
2. 審查各學院、系（所、中心）教師評鑑委員會組織辦法。
3. 各學院、系（所、中心）教師評鑑結果之審查與認可。

Article 2 The duties of Ming Chuan University Faculty Evaluation Committee are:

1. Establish standards and indicators for faculty evaluation affairs.
2. Review faculty evaluation committee organization charts of Schools and departments (graduate schools, centers).
3. Review and approve faculty evaluation results of Schools and departments (graduate schools, centers).

第三條 本委員會之委員以校長、副校長、主任秘書、校務發展委員會執行長、教務長、學務長、總務長、人力資源處處長、研究發展處處長、各學院院長、共同教育學院院長為當然委員，並由各學院及共同教育學院分別推選教授代表一至二人組成之。推選教授代表二人時，其性別應為各半；委員總數為偶數時，得由校長再遴選教授一人聘兼之。

Article 3 The President, Vice President, Secretary General, Managing Director of University Affairs Development Committee, Dean of Academic Affairs, Dean of Student Affairs, Dean of General Affairs, Executive Director of Human Resources Division, Executive Director of Research and Development Division, Deans of Schools and Dean of Institute of General Education are ex-officio members. Each School and Institute of General Education should nominate one to two professors as Committee members. During the process of nominating two Professors as representatives, issues of gender equality must be assured. When the total number of Committee members is an even number, the President shall appoint one additional professor as a Committee member.

第四條 選任委員以教授為原則，如無適當人選得由副教授擔任或聘請校外專家學者參與，且未兼行政及選任之委員不得少於全部委員二分之一。

Article 4 In principle, nominated members should be Professors of the university. However, should the vacancies not be filled by Professors, Associate Professors from this institution or specialized scholars from other institutions may be nominated to participate in the Committee. The total number with no administrative appointment and those who are not ex-officio members should not be less than half of the number of total Committee members.

第五條 任一性別委員應佔委員總數三分之一以上。但任一性別委員不足者，由校長遴選教授代表補足之。

- Article 5 Members of either gender must make up one third or more of the Committee. A shortage of members of one gender can be made up for by a Professor of the minority gender who has been nominated by the president.
- 第六條 本委員會設召集人一人，由校長擔任之；另設副召集人一人，由副校長擔任之。主席不克出席時，由副召集人代理之。承辦教師評鑑業務之行政單位由本委員會指定之。
- Article 6 The Committee has one convener, the President, and one deputy convener, a vice president. If the convener is unable to attend or lead the meeting, the deputy convener shall lead the meeting. The Committee shall assign an administrative unit to handle faculty evaluation affairs.
- 第七條 校教師評鑑委員任期一任二年，連選得連任，均為無給職。
- Article 7 Terms of the Committee members are two years and members are not paid. The Committee members may be re-nominated for the appointment when their terms expire.
- 第八條 本委員會每學年定期召開一次，並視需要得召開臨時會。
- Article 8 A Committee meeting will be held once every academic year. Special meetings may be called as necessary.
- 第九條 校教師評鑑委員會有關教師評鑑結果之審查與認可之決議，應有全體委員三分之二以上(含)出席，出席委員三分之二以上(含)之同意為之外，其他事項決議應有全體委員二分之一以上(含)出席，出席委員三分之二以上(含)之同意為之。本委員會決議應作成會議記錄，送請校長核定。
- Article 9 Faculty Evaluation Committee resolutions in regard to the review and approval of faculty evaluation results must be reached with at least two thirds or more of the total Committee members present and with agreement of least two thirds of those members present. Resolutions on other matters must be reached with majority (or more) of the total members present and by agreement of two thirds of the members present. Resolutions must be produced as minutes and submitted to the president for approval.
- 第十條 本委員會討論與其本人或本人之配偶及二親等內之親屬有利害關係之案件時，應行迴避。
- Article 10 The Faculty Evaluation Committee members should avoid attending sessions in which issues at hand may lead to a conflict of interest, or involve a conflict of interest for himself or herself, a spouse, or relatives within the second degree.
- 第十一條 本委員會開會時，委員應親自出席，不得委由他人代理。
- Article 11 When a Committee meeting is convened, the Committee members must be present in person, and may not designate a proxy to attend the meeting.
- 第十二條 未獲評鑑通過之教師，經輔導、再評鑑後仍未獲通過者，交由校教評會決議不續聘或解聘。
- Article 12 Faculty members who do not pass the evaluation and fail the re-evaluation after consultation will be reported to the University Faculty Hiring and Promotion Committee for non-renewal of contract or dismissal.
- 第十三條 本辦法經行政會議通過校長核定後實施，修正時亦同。
- Article 13 Upon being passed at the Administrative Council Meeting and approved by the president, this organizational charter was implemented. Any revision must follow the same procedure.

****In the event of any inconsistency or discrepancy between the Chinese and other language versions of this document, the Chinese version shall prevail.****