

東海大學文學院英語中心教師評審委員會組織章程

民國 97 年 8 月 28 日英語中心議會會議通過
民國 97 年 9 月 1 日文學院教師評審委員會通過
民國 97 年 9 月 19 日校教師評審委員會通過
民國 106 年 11 月 15 日英語中心教師評審委員會通過
民國 106 年 1 月 7 日英語中心議會通過
民國 106 年 3 月 23 日院教師評審委員會通過
民國 106 年 5 月 9 日校教師評審委員會通過

- 第一條 依據本校教師評審委員會第六條、文學院教師評審委員會組織章程第五條及英語中心組織章程第二條之規定，英語中心（以下簡稱本中心）設立「東海大學文學院英語中心教師評審委員會」（以下簡稱本會）。
- 第二條 本會由下列委員組成之：
- 一、當然委員：中心主任。
 - 二、選任委員：選任委員至少四名，由在本中心服務滿一年以上之專任或約聘教師組成；由本中心之中心議會選舉之，其任期一年，任期內必須在本中心授課，連選得連任一次。
- 第三條 本會主席由中心主任擔任；若主席為議案當事人，除應迴避投票，並應另推派其他委員擔任該次會議主席。
- 第四條 本會之職掌如下：
- 一、教師聘任、聘期、解聘、停聘、不續聘、資遣原因認定暨延長服務等事項之審議。
 - 二、教師升等、申請覆議、教師著作抄襲處理等事宜之審議。
 - 三、教師申請休假、至國內外機構進修、研究及教學、出席國際學術會議之補助、教師學術著作、研究發明、教學優良之敘獎等事項之審議。
 - 四、其他依教育部、本校或文學院規定，應經本會議決之事項之審議。
- 委員不得參與高於本身職等教師升等之審議。
- 當事人如對升等、解聘、停聘、不續聘之審議結果有不服時，得於收到審議結果十五日內申請覆議。
- 第五條 本會須有三分之二以上委員出席方得開會；委員應親自出席，不得委託他人代理。
- 有關教師聘任、聘期、升等、著作抄襲、延長服務、資遣原因認定等項之審議，以出席委員三分之二以上同意為通過外，其他議案以出席委員過半數同意為通過。教師解聘、停聘、不續聘因教師法令有規定從其規定，覆議案之受理與審議均以出席委員三分之二同意為通過。
- 第六條 休假或借調教師依法不得擔任本會委員，但若有特殊考量，得列席本會。
- 第七條 教師之聘任及升等辦法、著作抄襲處理規則等，依本校相關法令辦理，教師之升等審查要點及本章程相關施行細則另訂之。

第八條 本章程經本中心議會會議通過後，提交院、校教師評審委員會通過後實施，修正時亦同。

Regulations of the Center Hiring, Evaluation, and Faculty Affairs Committee (FAC)

Note: This English version is for reference purposes only; the Chinese text rules.

Article 1

In accordance with

1. Item 6 of the Regulations of the University Hiring, Evaluation, and Faculty Affairs Committee;
2. Item 5 of the Regulations of the College Hiring, Evaluation, and Faculty Affairs Committee; and
3. Item 2 of the Charter of the English Language Center;

the English Language Center (hereafter referred to as “the Center”) hereby establishes the Hiring, Evaluation, and Faculty Affairs Committee of the English Language Center in the College of Arts at Tunghai University (hereafter referred to as “the Committee”).

Article 2

The Committee is composed of the following members:

- 2.1 *ex officio* member: Center Chair;
- 2.2 elected members: At least four elected members chosen by the Center Council. Members can be full-time faculty or contract-based teachers and must have served in the Center for at least one full year and must be teaching in the Center during the term of membership. The term of membership is one year. Members may be re-elected for a second year but may not serve more than two consecutive years.

Article 3

The Chair of this Committee is the Center Chair.

Article 4

The duties of the Committee are as follows:

- 4.1 Evaluating applications and other matters related to appointment (聘任); term of appointment (聘期); termination of appointment (解聘); non-continuation of appointment (停聘); discontinuation of appointment (不續聘); dismissal compensation (資遣); and extension of service (延長服務).
- 4.2 Evaluating applications for promotion (升等); appeal applications (申請覆議); and plagiarism (著作抄襲).
- 4.3 Evaluating applications and other matters related to faculty members’ sabbatical leave (休假); going abroad or to other domestic institutes for further study, research, or teaching (至國內、外機構進修，研究，教學); grants to support participation in international academic conferences (出席國際學術會議補助); and awards for academic publication (學術著作), research invention (研究發明), and excellence in teaching (優良教學敘獎).
- 4.4 Evaluating other applications and related matters falling within this Committee’s jurisdiction, as prescribed by Ministry of Education, University, and College of Arts regulations.

No Committee member may participate in the evaluation of an application for promotion to a rank higher than the rank held by that Committee member.

Applicants who wish to appeal against the review result of promotion, termination of appointment, non-continuation of appointment, or discontinuation of appointment should submit the request for appeal within 15 days after they receive the review result.

Article 5

The quorum needed for this Committee to conduct business is at least two-thirds of its members; the Committee members should attend the meeting in person and cannot ask someone else to attend the meeting on their behalf.

Except for applications related to appointment, term of appointment, promotion, plagiarism, extension of service, and dismissal compensation, for which a majority of at least two-thirds of the Committee members present at a meeting is required for approval, a simple majority (over one-half) of the committee members present at a meeting is required for Committee decisions.

Article 6

Faculty who is on leave or takes on an authorized fulltime appointment outside the University cannot serve on the Committee but may attend the Committee meeting under extraordinary circumstances.

Article 7

The by-laws related to Article 4, Items 1, 2, and 3 shall be established separately.

Article 8

These regulations shall take effect after they have been passed by the Center Council, submitted to and approved by the College of Arts and University Faculty Affairs Committees. Amendments and revisions must be approved in the same manner.

Passed; Center Council; September 1, 2008

Passed; Arts College FAC; September 1, 2008

Passed; University FAC; September 19, 2008

Passed; Center FAC; November 15, 2016

Passed; Center Council; January 7, 2017

Passed; Arts College FAC; March 23, 2017

Passed; University FAC; May 9, 2017