

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 日英語中心中心會議通過
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 105 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 日英語中心中心會議通過
民國 106 年 3 月 23 日文學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
民國 109 年 11 月 12 日校教師評審委員會通過
民國 111 年 8 月 30 日校教師評審委員會通過
民國 111 年 11 月 29 日英語中心教師評審委員會通過
民國 111 年 12 月 6 日英語中心中心會議通過
民國 111 年 12 月 29 日文學院教師評審委員會通過
民國 112 年 1 月 2 日校教師評審委員會通過
民國 113 年 3 月 12 日英語中心教師評審委員會通過
民國 113 年 4 月 13 日英語中心中心會議通過
民國 113 年 4 月 25 日文學院教師評審委員會通過
民國 113 年 6 月 18 日校教師評審委員會通過
民國 113 年 11 月 7 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、升等、改聘、解聘、停聘、不續聘、資遣原因認定、教師違反學術倫理處理等事項之審議。

二、教師申請休假、至國內外機構進修、研究及教學、教師學術著作、研究發明、教學優良之敘獎等事項之審議。

三、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級之教師升等案件審議。

當事人如對會議之審議結果不服，得於收到審議結果十五日內向上一級教評會提起申復或逕向本校教師申訴委員會提起申訴。申復以一次為限，如對申復結果仍有不服時，得另向教師申訴委員會提起申訴。

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。

如有應予迴避之案件,不計入出席委員人數。

有關教師聘任、聘期、升等、改聘、資遣原因認定、教師違反學術倫理等事項之審議,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。

審議教師解聘、停聘、不續聘或資遣案之委員出席人數與決議通過比例,應依據教師法第四章相關規定辦理。

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 除第四條第一項第一款外之各項決議案,本會如於決議作成之日起同一學年度或次一學年度內發現決議內容明顯違背法令、或情勢變遷或有新資料發現致原決議案確有重審之必要時,得由本會委員提起復議,經復議當次出席委員五分之一以上附議,始得重啟決議程序。復議動議經否決後,對同一決議案,不得再為復議之動議。

復議案須依前條規定之會議出席及決議人數辦理,始得變更原決議。

第 八 條 教師之聘任及升等辦法、教師違反學術倫理處理規則等,依本校相關法令辦理,教師之升等審查辦法及本章程相關施行細則另訂之。

第 九 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施行。

Regulations of the Center 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 Faculty Affairs Committee;
2. Item 5 of the Regulations of the College 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); promotion (升等); reappointment (改聘); dismissal (解聘); suspension (停聘); non-renewal (不續聘); severance of teachers (資遣); and violations of academic ethics (教師違反學術倫理).
- 4.2 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); 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).
- 4.3 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 decisions regarding promotion of a higher rank than the rank held by that Committee member.

If a faculty member is not satisfied with the result of the meeting, he/she may appeal to the next higher level of the FAC or to the Teachers' Grievance Committee of the University within fifteen (15) days of the receipt of the result of the meeting. An applicant may appeal only one time to the higher level FAC. If he/she is still dissatisfied with the outcome of the appeal, you may appeal to the Teachers' Grievance Committee.

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.

If any committee members should be recused for a specific motion, they will not be counted towards the quorum of members present.

Except for applications related to appointment, term of appointment, promotion, reappointment, severance of teachers, and violations of academic ethics, 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.

The required quota of members present and the voting majority for approval of motions when deliberating cases of dismissal, suspension, non-renewal, or severance of teachers shall be handled in accordance with the relevant provisions of Chapter IV of the Teachers' Law.

Article 6

Faculty members who are on leave or have authorized fulltime appointments outside the University cannot serve on the Committee but may, under extraordinary circumstances, attend the Committee meeting.

Article 7

For decisions other than those listed in Article 4, paragraph 1, subparagraph 1, if it is found that the content of the minute is in clear violation of the law, or if there is a change in circumstances or new information that makes it necessary to reconsider the original minute within the same or the next school year from the date of the minutes, a member of the FAC may propose a motion for reconsideration, which may be seconded by one-fifth of the members present at the time of the reconsideration to reopen the procedure of the resolution. After a motion for reconsideration has been voted down, no motion for reconsideration may be made on the same resolution.

The original minute may be changed only if the number of members present and voted at the meeting is the same as that stipulated in the preceding Article.

Article 8

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

Article 9

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
Passed; University FAC; November 12, 2020

Passed; University FAC; August 30, 2022
Passed; Center FAC; November 29, 2022
Passed; Center Council; December 6, 2022
Passed; Arts College FAC; December 29, 2022
Passed; University FAC; January 2, 2023
Passed; Center FAC; March 12, 2024
Passed; Center Council; April 13, 2024
Passed; Arts College FAC; April 25, 2024
Passed; University FAC; June 18, 2024
Passed; University FAC; November 7, 2024