

國立臺灣大學文學院外國語文學系系主任選任辦法

Chair Election Regulations of the Department of Foreign Languages and Literatures, College of Liberal Arts, National Taiwan University

97年3月12日外文系96學年度第2學期第1次系務會議修正通過

97年3月19日96學年度第2學期第1次院務會議修正通過

97年5月9日報校同意備查

102年4月17日外文系96學年度第2學期第1次系務會議修正通過

102年6月5日101學年度第2學期第2次院務會議修正通過

修正條文	Translation
第一條 <u>本辦法</u> 依本校組織規程第十七條規定訂定之。	I. <u>The regulations specified here</u> are based on Article Seventeen of the NTU Organization Regulations in order to elect the Chair of the Department of Foreign Languages and Literatures, College of Liberal Arts, National Taiwan University (hence forth referred to as “the Department”).
第二條 本系系主任選舉應組成選任委員會，由本系佔缺之專任講師以上教師，以無記名方式 <u>親自投票產生之</u> 。	II. An Election Committee should be organized in order to deal with the Chair election affairs. The faculty of the Department should vote anonymously <u>and in person</u> to elect the Chair. All faculty members of the Department in full-time position are qualified for voting. The result of the voting will be submitted through the Dean of the College to the University President.
<u>第三條</u> 凡本系副教授以上專任教師，除已連續擔任二任系主任者、三年任期屆滿前即屆齡退休者，及最近一次評鑑不通過者外，皆為當然候選人。	III. <u>Full-time faculty members of the Department who are at the rank of associate professorship and above are candidates for the chairpersonship, except for those who have served as the Chair for two consecutive terms, those who will retire before fulfilling a fixed term of three years, and those who have failed the most recent evaluation.</u>
第四條 本系系主任任期三年，連選得連任一次。但在學年中第二學期補選之系主任，其三年任期由次學年度算起。	IV. The service term for the Chair of the Department is three years and is renewable once if re-elected. But for the Chair produced from a by-election taking the position in the second semester of the academic year, his/her three years' term of service is counted from the next academic year.
第五條 參加投票人數需超過具有選舉權人數（不含請假、休假者）之三分之二	V. The voting rate should exceed half of the eligible voters (not including those on

<p>一。</p> <p>第六條 選舉作業程序分兩階段進行： 第一階段： (一) 選舉前由系辦公室備妥具有被選舉資格者之全部名單。 (二) 第一次投票時，每人圈選人數不得超過三人。 (三) 經計票後，列出得票最高之前三人為候選人，進行第二次投票。 (四) 前項人選若因得票數相同而超出三名時，一律列為候選人。</p>	<p>leave or sabbatical).</p> <p>VI. The election procedure will proceed in two rounds: The first round: a. The Department office prepares the list of all candidates before the election. b. Every voter can vote for no more than three candidates in the first round of voting. c. After counting the votes, three candidates with the greatest number of votes are listed for the second round of voting. d. If candidates receive equal number of votes and add up to more than three, they are all listed for the second round of voting.</p>
<p>第二階段： (一) 第二次投票時，每人就第一階段選出之候選人中圈選一人。 (二) 經計票後，依序推薦其最高票者二人為<u>候選人</u>，報請校長<u>就中聘兼之</u>。 (三) 若得票最高者不只二人時，應就同票者重新投票，直至產生得票最高一人為止。</p>	<p>The second round: a. Every voter can vote for one out of the listed candidates from the first round. b. After counting the votes, the two candidates with the greatest number of votes will be recommended, by priority of the ballots they receive, to the Dean of the College, and then reported to the President for final decision and appointment. c. If more than two candidates receive the greatest number of votes, they should be re-voted upon until one of them obtains the greatest number of votes.</p>
<p>第七條 本系系主任至遲應於任期屆滿兩個月前，召開選任委員會辦理選舉事宜。</p>	<p>VII. The Chair of the Department should call the Election Committee for electoral arrangements at least two months before the end of the service term. If the Chair of the Department takes leave for six consecutive months or resigns, the election should be held immediately according to the present regulations.</p>
<p>第八條 <u>系主任若於任內休假、請假超過三個月以上者，或最近一次評鑑不通過者，或因故辭職、退休或出缺，應立即按本辦法辦理選舉。</u></p>	<p>VIII. <u>If the Chair will be on sabbatical or on leave for over three months during the service term, or should he or she fail the most recent evaluation, resign, retire, or leave the position for unforeseeable reasons, the faculty of the Department</u></p>

<p>第<u>九</u>條 現任系主任如經本系系務會議代表總額二分之一以上連署提案認為不適任，應即召開系務會議，於會中推選委員一人為專案主席，另推選委員三人共同處理不信任案之投票事宜。該次系務會議系主任必須迴避。</p> <p>系主任之不信任案由本系佔缺之專任講師以上教師以無記名方式進行投票。若經佔缺之專任教師總額之過半數決議認為不適任，本系系務會議應即報請院長，轉呈校長解除其系主任職務。惟對於系主任之不信任投票，不得於同一任期內重覆舉行。</p>	<p><u>should immediately elect a new Chair according to the regulations specified here.</u></p> <p><u>IX.</u> If the incumbent Chair of the Department is regarded as unqualified through a proposal that is cosigned by half of the delegates of the Department Affairs Committee, a meeting of the Department Affairs Committee should be called immediately, where one committee member is elected as the Project Chair and three other members as collaborators for procedures of a confidence vote. The Chair of the Department should avoid attending this meeting of the Department Affairs Committee.</p> <p>The confidence vote should be voted anonymously by the full-time teaching faculty. If half of the full-time teaching faculty resolve the Chair of the Department as unqualified, the Department Affairs Committee should immediately report to the Dean, who should report to the President to recall the post of the Department Chair. Yet the confidence vote cannot be re-held within one same service term.</p>
<p>第<u>十</u>條 本辦法如有未盡事宜，悉依本校相關規定辦理。</p>	<p><u>X.</u> Matters not covered by these regulations should be dealt with according to the University's relevant regulations.</p>
<p>第<u>十一</u>條 本辦法經系務會議<u>及</u>院務會議通過後，自發布日施行。</p>	<p><u>XI.</u> These regulations should be approved by the Department Affairs Meeting <u>and</u> the Collegiate Affairs Committee. They will take effect from the day of their announcement.</p>