

# 國立臺灣大學文學院外國語文學系教師評審委員會評審設置辦法

## Organization Regulations of the DFLL Teachers' Evaluation Committee

中華民國 88 年 10 月 27 日外文系系務/課程委員會修正通過  
 中華民國 88 年 12 月 8 日外文系系務大會通過  
 中華民國 89 年 1 月 19 日文學院 88 學年度第 1 學期第 2 次院務會議修正通過  
 89 年 3 月 21 日本校第 2146 次行政會議修正通過  
 中華民國 96 年 3 月 7 日外文系 95 學年度第 2 學期第 1 次系務會議修正通過  
 中華民國 96 年 4 月 4 日外文系 95 學年度第 2 學期第 1 次系務大會報告  
 96 年 6 月 6 日 95 學年度第 2 學期第 2 次院務會議修正通過  
 96 年 11 月 13 日本校第 2501 次行政會議報告  
 中華民國 97 年 6 月 11 日外文系 96 學年度第 2 學期第 2 次系務會議修正通過  
 97 年 10 月 1 日 97 學年度第 1 學期第 1 次院務會議修正通過  
 97 年 10 月 21 日本校第 2546 次行政會議修正通過  
 中華民國 98 年 12 月 23 日外文系 98 學年度第 1 學期第 2 次系務會議  
 99 年 1 月 6 日 98 學年度第 1 學期第 2 次院務會議通過  
 99 年 2 月 2 日本校第 2610 次行政會議修正通過  
 中華民國 100 年 12 月 7 日外文系 100 學年度第 1 學期第 2 次系務會議討論  
 101 年 1 月 4 日 100 學年度第 1 學期第 2 次院務會議通過  
 101 年 2 月 14 日本校第 2704 次行政會議修正通過  
 依 102 年 10 月 19 日 102 學年度第 1 學期第 1 次校務會議決議修正  
 依 103 年 6 月 14 日 102 學年度第 2 學期第 2 次校務會議決議修正  
 依 104 年 10 月 17 日 104 學年度第 1 學期第 1 次校務會議決議修正  
 依 105 年 6 月 18 日 104 學年度第 2 學期第 2 次校務會議決議修正  
 依 109 年 3 月 21 日 108 學年度第 2 學期第 1 次校務會議決議修正  
 109 年 4 月 15 日 108 學年度第 2 學期第 1 次系務會議通過  
 109 年 6 月 3 日文學院 108 學年度第 2 學期第 2 次院務會議通過  
 109 年 10 月 27 日本校第 3080 次行政會議通過  
 依 109 年 10 月 24 日 109 學年度第 1 學期第 1 次校務會議決議修正

中文條文	English Translation
<p><b>第一條</b> 本辦法依本校各系(科)所學位學程教師評審委員會設置準則第八條第一項規定訂定之。</p>	<p>I. The following regulations are based on the first clause of Article Eight of the NTU Guidelines on the Establishment of the Teachers' Evaluation Committee for all departments, graduate institutes, and degree programs.</p>
<p><b>第二條</b> 本系教師評審委員會(以下簡稱教評會)之職責為審查本系教師之新(改)聘、合聘、聘期、升等、評鑑、不續聘、停聘、解聘、教授、副教授休假研究、教授、副教授延長服務、教師出國講學、研究、進修之審議,及其他依法令應經系教評會審議之事項。</p>	<p>II. The duties of the DFLL Teachers' Evaluation Committee (hence forth referred to as "the TEC") are directed toward the faculty of the Department, including such matters as recruitment of new faculty, change of rank, joint appointment, term of contract, promotion, evaluation, non-renewal of contract, suspense of employment, dismissal, sabbatical leave for professors and associate professors, extension of service for professors and associate professors, applications for teaching, research, or study leave, and other matters that should be</p>

<p>第三條 本系教評會推選委員由全體專任教師以無記名方式票選本系專任教授 9 位、副教授 5 位、助理教授 2 位，系主任為當然委員，共 17 位委員組成。該學年度請假、借調或出國達半年以上者，不具委員資格。</p>	<p>discussed by the TEC according to regulations.</p> <p>III. The TEC consists of 17 members: 9 full-time professors, 5 associate professors, and 2 assistant professors elected by the DFLL full-time faculty through anonymous voting, along with the Head of the Department as the ex-officio member. Faculty members who are on leave of absence, on a job transfer, or are abroad for half (or more than half) of the academic year are not eligible for membership of the TEC.</p>
<p>第四條 本系教評會由系主任擔任召集人，並為會議主席。</p>	<p>IV. The Head of the Department will call the meetings and will act as the Chair of the TEC.</p>
<p>第五條 本系教評會推選委員任期一年，連選得連任。委員在任期中出缺時，得從候補名單中按得票數高低遞補，其任期以補足所遺任期為限。</p>	<p>V. Members of the TEC are elected for a term of one year. There are no restrictions on the re-election of members. If members cannot fulfill their obligations during their term, the Department can ask a faculty member who has received the most votes, though short of those required for membership, to stand in for the remainder of the term.</p>
<p>第六條 本系教評會應有委員三分之二以上之出席，始得開議。議案之表決，以超過實際出席人數半數者為通過。但聘任及升等之表決，應經出席委員三分之二以上同意。解聘、<u>不續聘</u>、<u>停聘之出席及決議門檻應依教師法相關規定辦理</u>。</p> <p>教師評鑑覆評不通過之教師，其不續聘或資遣程序應依本校教師評鑑準則規定辦理。</p> <p>教師<u>因解聘、不續聘或終局停聘案尚在處理程序中，予以暫時繼續聘任者</u>，不得擔任委員職務。</p>	<p>VI. In order to conduct a meeting, a quorum of at least two thirds of the TEC members must be present. Proposals are passed if more than half of the present TEC members approve. However, applications for teaching positions or promotions should be approved by at least two thirds of the TEC members present. <u>Attendance and resolution thresholds for dismissal, non-renewal, suspension of employment shall be handled in accordance with the relevant provisions of the Teachers' Act.</u> For faculty members who fail in passing the re-evaluation, <u>the procedures of non-renewal of their contracts or layoff with severance pay</u> shall follow the University Faculty Evaluation Regulations. <u>Faculty members whose employment is still being processed due to dismissal, non-renewal or final suspension of employment and whose appointment</u></p>

<p>低職級委員不得審查新聘、升等及改聘高職級教師案。委員在審查或討論與自身利益有關之事項時，應自行迴避。未自行迴避者，主席得請該委員迴避。</p> <p>遇有利益迴避或低職級委員時，經排除及迴避之委員，不計入應出席委員人數；扣除後委員人數仍應符合五人以上規定。</p> <p>推選委員應親自出席，不能代理。</p> <p>教評會開會時，得邀請有關人員列席報告或說明。</p> <p>委員討論聘任或升等案時，應全程參與，始得參與投票。有爭議時，由主席裁定。</p>	<p><u>is temporarily extended shall not serve on the Committee.</u></p> <p>Lower ranking TEC members shall not review the faculty application for promotion, new appointment, or change of rank to a higher rank. When the members are reviewing or discussing matters concerning a member's personal affairs, this member should not be present at the meeting. The Chair of the TEC is entitled to dismiss the said member from the meeting.</p> <p>In case of evasion of interests or lower ranking members, members who have been excluded and evaded shall not be counted in the number of members to be present; and after deduction, the number of members should still meet the requirement of five or above.</p> <p>The elected TEC members must attend meetings in person; they cannot entrust others to act on their behalf.</p> <p>The TEC may invite faculty members who are related to the issues under discussion to attend meetings in order to make reports or elucidate related matters.</p> <p>Members of the TEC must be present throughout the whole procedure concerning discussions on recruitment or promotion applications in order to be eligible to vote on the respective resolutions; the Chair of the TEC has the right to adjudicate when a dispute arises.</p>
<p>第七條 教師之評審應包括教學、研究及服務三項。本系應另訂教師評審委員會評審作業要點，以執行本系教師評審各項法定相關事宜。<u>教學、服務通過標準者，始得辦理送審著作之外審。</u></p>	<p>VII. The evaluation of the faculty is based on teaching, research, and service. The Department should establish the procedures for executing the regulations of the TEC. <u>Only those who have met the standards for teaching and service can have their research works sent to external reviewers.</u></p>
<p>第八條 本辦法如有未盡事宜，依其他相關規定辦理。</p>	<p>VIII. Matters that are not covered by the rules and procedures above should be dealt with according to the relevant regulations.</p>

第九條 本辦法經系務會議及院務會議通過，並送行政會議備查後，自發布日施行。

IX. These regulations shall be approved by the Department Affairs Committee and the Collegiate Affairs Committee, and then sent to the University's Administrative Meeting for the record. They will take effect from the day of their announcement.