

國立中興大學歷史學系系主任選薦及解聘辦法

Procedures for the Selection and Dismissal of the Chair of the Department of History, National Chung Hsing University

87年1月12日系務會議通過
95年12月14日系教評會修訂
95年12月28日系務會議修訂通過
98年03月03日系教評會修訂
98年03月19日系務會議通過
98年10月22日系務會議修訂通過第五條
99年12月23日系務會議修訂通過第五、六、八條
100年6月23日系務會議修訂通過第五條
102年6月20日系務會議修訂通過第五條
104年3月26日系務會議修訂通過第五條
110年5月20日系務會議修訂通過
110年12月02日系務會議修訂通過第四條
114年4月24日系務會議修訂通過第四條

第一條 本系依本校組織規程第二十九條「國立中興大學各學院系所主管選薦及解聘辦法」及「國立中興大學文學院各系所主管選薦及解聘辦法」之規定，訂定本辦法。

Article 1 The Department of History, in accordance with Article 29 of the “NCHU Regulations for the Selection and Dismissal of Heads of Academic Units in the Colleges” and “National Chung Hsing University College of Liberal Arts Directives for the Selection and Dismissal of the Head of Academic Units”, has established these measures.

第二條 本系系主任任期屆滿三個月前，或因故離職時，原任系主任或其職務代理人必須報請院長依法成立選薦委員會(以下簡稱委員會)，負責繼任系主任之選薦事宜。

Article 2 The selection committee (hereinafter referred to as the “Committee”) responsible for recommending candidates for Department Head shall be established after the current Head or his/her substitute informing the Dean three months before the current Head’s term expires or leaving for any reason.

第三條 委員會之設置及其權責：

Article 3 Composition and Responsibilities of the Committee:

一、委員會設委員五人，由本系專任講師以上(含)之教師互選之，其職責為新任系主任之選薦工作。

1. The Committee shall consist of five members, who shall be mutually nominated by the full-time faculty, and shall be responsible for recommending candidates for Department Head.

二、委員不得同時為系主任候選人；委員出缺時，由得票高低依次遞補。

2. The Committee member shall not be a candidate for Department Head. When a member is vacant, his/her position shall be replaced in order of the number of votes received.

三、委員依規定行使新任系主任之選薦工作，包括下列各事項：

3. Members shall recommend candidates for Department Head in accordance with regulations as follows:

(一)、訂定候選人登記期限。

(1) Establish the registration period for candidates.

(二)、提名候選人或接受候選人之登記及推薦。

(2) Nominate or accept registration and recommendation of candidates.

(三)、審查及公佈候選人資料。

(3) Review and publish information about candidates.

(四)、辦理候選人說明會。

(4) Conduct briefings for candidates.

(五)、訂定選舉日期、投開票時間與地點及監督選舉。

(5) Establish the election date, time and place for voting and counting, and supervise the election.

(六)、處理選舉糾紛或其他有關之偶發事件。

(6) Handle election disputes or other related incidents.

(七)、根據選舉結果，推薦得票最高之前二名，於原任系主任任期屆滿二個月前造冊並附全體委員簽署之推薦表，報請院長商請校長擇聘。

(7) According to the election results, the top two candidates with highest votes will be recommended with signed recommendation forms by all Committee members attached to the dean and submitted to the university President for decision.

(八) 選薦工作結束，繼任系主任產生後，委員會自動解散。

(8) The Committee shall automatically dissolve upon the appointment of the new Head.

四、委員會首次會議由院長召開，會中由委員互選一人為主席，此後各次會議由主席召開。主席未能出席會議時，由出席委員互推一人為主席。

4. The first Committee meeting shall be convened by the Dean. Members shall elect one chairman by mutual nomination. The subsequent meetings shall be convened by the chairman. If the chairman is unavailable to attend the Committee meeting, members present shall nominate one member as the chairman.

第四條 系主任候選人之資格：

Article 4 Qualifications of the candidates for Department Heads:

一、候選人須為本校副教授以上專任教師，且未曾因違反學術倫理而受校教師評審委員會處分者，並具有下列各目條件之一，其中著作須符合本校「教師升等評審標準暨聘任升等著作送審準則」之規定：

1. Candidates must be full-time faculty members at NCHU with the rank of Associate Professor or above, and not have been disciplined by the University Faculty Evaluation Committee for violations of academic ethics. They must meet one of the conditions as follows, among which their works must comply with the standards stipulated in the “NCHU Faculty Promotion Review Standards and Publication Review Directives”.

(一) 最近五年於本院認可之國際期刊、國家科學及技術委員會各學門一級(或同級)期刊、或國際期刊對等之論文集，發表論文二篇(第一作者或通訊作者)以上；或由具審查制度之出版單位且經院教評會審查通過出版專書一本以上。

(1) Published at least two papers (as the first or corresponding author) in international journals recognized by the College, first-class (or equivalent) journals classified by the National Science and Technology Council, or equivalent conference proceedings; Or at least one monograph published by the press with censorship system and approved by the College Evaluation Committee.

(二) 最近五年曾主持二年以上國家科學及技術委員會研究型計畫者。

(2) Principal investigator of the National Science and Technology Council two-year (or above) funded research project(s) within the last five years.

(三) 最近五年曾獲校級教學或服務特優獎勵者。

(3) Have been awarded the Excellent Teaching Award or Excellent Service Award within the last five years.

二、已任滿六年本系系主任者，不得成為候選人。

2. Those who have served as Department Head for six years shall not be candidates.

第五條 系主任候選人產生之方式：

Article 5 Methods for selecting Department Head candidates:

一、由委員會就具有候選人資格者提名之。

1. Candidates who are qualified to be nominated by the committee.

二、由本系講師以上(含)教師五人以上連署推薦具有候選人資格者。

2. Candidates who are recommended by five or more faculty (including lecturers or above) of the department.

三、具有候選人資格者，得向委員會登記之。

3. Qualified candidates must register with the Committee.

第六條 選舉系主任之辦法：

Article 6 Methods for electing Department Head:

一、本系專任教師均有選舉權，但必須親自投票，不得委託他人代投。

1. All full-time faculty of the department shall have the right to vote. Nevertheless, they must vote in person and are not allowed to designate substitutes for voting.

二、選舉採公開、無記名投票方式，每票至多可圈選二位候選人，投票結束隨即公開開票。

2. The election shall be conducted by an open and secret ballot. Each vote can select two candidates at most. The votes will be opened publicly upon the end of voting.

三、候選人僅一人時，須有全系專任教師半數以上選舉人投票同意。

3. When there is only one candidate, approval votes shall be more than half of the full-time faculty in the department.

第七條 系主任選薦發生困難時，由院長報請校長得依相關法令及教育部規定逕行聘任。

Article 7 When difficulties arise in the selection of Department Head, College Dean shall report to the University President for appointment in accordance with relevant regulations of the Ministry of Education.

第八條 系主任之任期三年，由八月一日或二月一日起聘，連選得連任一次。

Article 8 The term of office for the Head is three years, starting on either August 1 or February 1, with the possibility of one renewal.

第九條 系主任任期中有特殊情況發生，得由院長交議，或經全體專任教師(講師以上)二分之一(含)以上連署提不適任案，由院長召開系務會議，經系務會議全體專任教師(講師以上)三分之二(含)以上之同意，由院長簽請校長解除其主管職務，並依規定另行遴選。

Article 9 If factual information regarding incompetence during the Head's term is provided or if a proposal signed by more than half of the department faculty is submitted, the Dean shall convene the Departmental Affairs Meeting. With the agreement of at least two-third of the department faculty (lecturers or above), the Dean shall seek the President's approval for the Head's dismissal. A new selection process shall be conducted following the Regulations.

第十條 本辦法如有未盡事宜，委員會得依本校相關規定裁決辦理。

Article 10 Matters which are not covered in these regulations, the Committee shall handle in accordance with

relevant regulations of the university.

第十一條 本辦法經系務會議通過，報請院長核備後實施，修訂時亦同。

Article 11 These regulations are implemented upon approval by the Departmental Affairs Meeting, submission to the College, and approval for reference by the Dean. Any amendments thereto shall be subject to the same process.