

元智大學資訊學院
教師評審委員會組織辦法
College of Informatics
Regulations for Establishment of Teacher Evaluation Committee

87.05.05 第 86-09 次院務會議通過
87.05.06 第 862-04 次校教評會議核備通過
教育部 87.8.29 台(87)審字第八七〇九三九一二號函核備通過
89.03.22 第 88-05 次院務會議修訂通過
89.6.28 第 882-03 次校教評會議核備通過
90.05.17 第 89-06 次院務會議修訂通過
90.05.30 第 892-02 次校教評會議核備通過
95.06.20 第 94-05 次院務會議修訂通過
97.11.25 第 97-03 次院教評會議修訂通過
97.12.04 第 97-02 次院務會議修訂通過
98.02.18 第 97-05 次校教評會議核備通過
106.05.31 第 105-07 次院教評會議修訂通過
106.06.06 第 105-05 次院務會議修訂通過
106.06.21 第 105-09 次校教評會議核備通過
108.12.31 第 108-04 次院教評會議修訂通過
109.01.02 第 108-03 次院務會議修訂通過
109.01.15 第 108-03 次校教評會議核備通過
109.12.08 第 109-03 次院教評會議修訂通過
109.12.17 第 109-03 次院務會議修訂通過
110.01.20 第 109-05 次校教評會議核備通過
114.04.22 第 113-06 次院教評會議修訂通過
114.05.01 第 113-01 次院務會議修訂通過
114.06.18 第 113-08 次校教評會議核備通過
May 5, 1998 Passed by the 9th College Affairs Meeting, Academic Year 1997-98
May 6, 1998 Approved by 4th Teacher Evaluation Committee Meeting of the University, Academic Year 1997-98
August 29, 1998 Approved by Letter Tai-(87)-Shen-Tzu No.87093912 of the Ministry of Education
March 22, 2000 Amended by the 5th College Affairs Meeting, Academic Year 1999-2000
June 28, 2000 Approved by the 3rd Teacher Evaluation Committee Meeting of the University, Academic Year 1999-2000
May 17, 2001 Amended by the 6th College Affairs Meeting, Academic Year 2000-01
May 30, 2001 Approved by the 2nd Teacher Evaluation Committee Meeting of the University, Academic Year 2000-01
June 20, 2006 Amended by the 5th College Affairs Meeting, Academic Year 2005-06
November 25, 2008 Amended by the 3rd Teacher Evaluation Committee Meeting of the College, Academic Year 2008-09
December 4, 2008 Amended by the 2nd College Affairs Meeting, Academic Year 2008-09
February 18, 2009 Approved by the 5th Teacher Evaluation Committee Meeting of the University, Academic Year 2008-09
May 31, 2017 Amended by the 7th Teacher Evaluation Committee Meeting of the College, Academic Year 2016-17
June 6, 2017 Amended by the 5th College Affairs Meeting, Academic Year 2016-17
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December 31, 2019 Amended by the 4th Teacher Evaluation Committee Meeting of the College, Academic Year 2019-20
January 2, 2020 Amended by the 3rd College Affairs Meeting, Academic Year 2019-20
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December 17, 2020 Amended by the 3rd College Affairs Meeting, Academic Year 2020-21
January 20, 2021 Approved by the 5th Teacher Evaluation Committee Meeting of the University, Academic Year 2020-21
April 22, 2025, Amended by the 6th Teacher Evaluation Committee Meeting of the College, Academic Year 2024-25
May 1, 2025 Amended by the 1st College Affairs Meeting, Academic Year 2024-25
June 18, 2025 Approved by the 8th Teacher Evaluation Committee Meeting of the University, Academic Year 2024-25

第一條 本院依本校教師評審委員會組織辦法之規定設置「教師評審委員會」（以下簡稱本會）。

Article 1 The Teacher Evaluation Committee of the College (the "Committee") is established in accordance with the *YZU Regulations for the Establishment of Teacher Evaluation Committee*.

第二條 本會之職掌如下：

- 一、評審有關教師之聘任、聘期、停聘、解聘及不續聘。
- 二、評審教師之升等、教授研究休假、延長服務。
- 三、評審教師學術研究、著作。
- 四、評議教師違反教師法所訂教師應負之義務。
- 五、教師資遣原因之認定。
- 六、其他依法令應予審（評）議之事項。

Article 2 The Committee has the following duties:

1. Reviewing all faculty affairs concerning employment, duration of employment, suspension, dismissal, and non-renewal contracts.
2. Reviewing all faculty affairs concerning promotion, sabbatical leave, and service extension.
3. Reviewing all faculty affairs concerning academic research and publications.
4. Reviewing faculty's violation against teacher's obligations regulated by the Teacher's Act.
5. Determining the reasons for layoffs.
6. Other affairs required by law to be reviewed by the committee

第三條 本會設置委員九至十五人，院長為當然委員並擔任召集人及會議主席。各系(所)及同級教師人數每滿五名，選出委員一人；不足五名者應選出代表一人。委員須具備副教授以上資格，並以正教授或資深教師為優先。委員任期一學年，於每學年初推選一次，連選得連任。委員如因借調、休假研究、退休、事病假留職留(停)薪、或其他事由而長期不在校任職時，不得擔任教評會委員。本會開會時，委員應親自出席，不得由他人代理。

Article 3 The Committee consists of 9 to 15 members. The College Dean shall be an ex officio member of the Committee and act as the convener and chairman. One member shall be elected to represent every 5 teachers of each department (graduate school) or academic unit at the same level. Where a group of teachers is fewer than 5, one representative shall be elected therefrom. A member of the Committee shall have a qualification of no less than an associate professor. A full-time professor or senior teacher shall have priority to act as a member of the Committee. The term of an elected member is one year. Members of the Committee shall be elected at the beginning of each school year and may be re-elected for consecutive terms. If a committee member is absent from school for a long period of time due to secondment, sabbatical leave, retirement, sick leaves or other reasons, he/she shall not serve as a member of the Teaching Evaluation Committee. During the meeting of this association, members should attend in person and not be represented by others.

第四條 本會須有委員三分之二以上之出席，始得開議。開會時由召集人擔任主席，召集人因事不能出席時，由其他教授級委員互選一人擔任主席，主持會議。委員及列席人員均應依照本校「教職員工工作保密規定」，善盡保密之責任，如有違者，應負相關法律責任。

Article 4 Meetings of the Committee shall be convened only with the attendance of at least two-

thirds of its members. The Chairperson of the meeting shall be the Convener. If the Convener is unable to attend due to personal reasons, another professor-level member shall be elected by and from among the members present to serve as Chairperson and preside over the meeting.

All members and attendees shall comply with the University's "Confidentiality Regulations for Faculty and Staff" and are obligated to maintain confidentiality. Any violation shall be subject to relevant legal liabilities.

第五條 本會每學期至少召開會議一次，必要時得由召集人召集，召開臨時會議。審理專任新聘、升等、延長服務、專案或客座新(續)聘等議案時，應遵守低階不高審的原則。審議教授案時，若教授人數不足五人，由本會提出不足委員數二倍名單，送校教評會主席圈選。審議決議方式以投票決議或共識決議。投票決議採無記名投票；除停聘、解聘、不續聘案之委員出席及出席委員審議通過人數比率，應依教師法之規定辦理外，其他議案經出席委員三分之二以上同意始得通過。委員於審議過程，應充分討論通過與不通過之依據及理由，並將決議結果之紀錄以書面或電子檔方式妥善保存。

委員如為審議事項之當事人或其配偶、三等親內血親、姻親或曾有此親屬關係及相關利害關係者，應自行迴避。未自行迴避者，主席得經會議決議請該委員迴避。有應迴避情形而不迴避者，或有具體事實足認委員就審議案件有偏頗之虞者，接受審議事項之當事人得向本會申請該委員迴避，並應舉其原因事實。迴避委員應就相關案件全程迴避且不列入應出席人數。

Article 5 The Committee shall hold at least one meeting each semester and may convene an extraordinary meeting as necessary at the call of the Convener. When reviewing matters such as new full-time appointments, promotions, contract extensions, special or visiting appointments (including renewals), the principle of "lower-level cases shall not override higher-level cases" must be observed. When reviewing cases for professorships and the number of professors is fewer than five, the Committee shall submit a list twice the number of missing members to the University Teacher Evaluation Committee Chairperson for selection. Decisions shall be made either by vote or consensus. Voting shall be conducted by secret ballot. Except for cases involving termination, dismissal, or non-renewal of appointments, which shall be handled in accordance with the Teachers' Act with regard to attendance and approval ratios, other matters require the approval of at least two-thirds of the members present to pass. During deliberations, members shall fully discuss the grounds and reasons for approval or disapproval, and the records of decisions shall be properly preserved in written or electronic form.

Members who are parties involved in the matters under review, or their spouses, blood relatives within the third degree of kinship, relatives by marriage, or those who have such relationships or related interests, shall recuse themselves. Members who fail to voluntarily recuse themselves may be requested to do so by resolution of the meeting chaired by the Chairperson.

If a member fails to recuse despite having grounds to do so, or if there are concrete facts

indicating potential bias in the member's review of the case, the parties involved in the matter may apply to the Committee for the member's recusal, stating the reasons and facts. Recused members shall abstain from the entire process of the relevant case and shall not be counted in the number of members required for quorum.

第六條 新聘案之審議程序：

新聘教師由系(所)或同級教評會推薦，並提供相關學術資料及外審意見，經本會審議通過後，續送本校教師評審委員會審議。

Article 6 Review Procedure for New Faculty Appointments:

New faculty appointments shall be recommended by the department (or graduate institute) or the corresponding level Teacher Evaluation Committee, with relevant academic materials and external review opinions provided. Upon approval by this Committee, the case shall be forwarded to the Teacher Evaluation Committee of the University for further review.

第七條 升等案之審議程序，另依本院教師升等審查細則辦理。

Article 7 The review process for promotion cases shall be conducted in accordance with the *YZU Regulations for Evaluation of Faculty Promotion* of the Department.

第八條 停聘、解聘或不續聘案之審議程序：

本院專任教師於應聘服務期間，如確有本校教師聘任待遇服務規則第十四條所列各款情形者，得由各系(所)或同級教師評審委員會提出，經本會出席委員之同意做成解聘、不續聘或停聘之決議後，送本校教師評審委員會審議。其委員出席及出席委員審議通過人數比率，應依教師法之規定辦理。兼任教師有本校兼任教師聘任辦法第十四條規定之情形者，經確認後，得依規定停止聘約之執行或以書面終止聘約。

Article 8 The procedure to evaluate a proposal of suspension, dismissal or non-renewal of employment is as follows:

If a full-time teacher at the college is confirmed to fall under any of the situations specified in Article 14 of the School's *Teacher Appointment and Benefits Service Rules* during the term of employment, the case should be submitted to the Committee for review. After obtaining the consent of the attending members of our committee, a resolution to suspend, dismiss, or not renew the contract should be made, and then submitted to the University's Teacher Evaluation Committee for review. The quorum and voting requirements for deliberation and approval shall be conducted in accordance with the provisions of the Teachers' Act. If a part-time faculty member is found to fall under the circumstances stipulated in Article 14 of the *YZU Teacher Appointment and Benefits Service Rules*, the appointment may be terminated early upon confirmation. The execution of the appointment contract may be suspended in accordance with the regulations, or the contract may be terminated in writing.

第九條 有關教師解聘、不續聘或停聘案如事證明確，而系（所）或同級教師評審委員會所

作之決議與法律規定顯然不合時，本會得逕依規定審議變更之。

教師提出救濟申訴，經教師申訴受理機關或其他救濟機關要求依相關法令規定辦理，其受理之系（所）或同級教評會仍不辦理者，經同一教師申訴受理機關或救濟機關再判定其受理之系（所）或同級教評會違法者，得由本會自案件應重行辦理階段，依規定續行辦理。

Article 9 If the facts regarding a case of faculty dismissal, non-renewal, or suspension are clear, and the resolution made by the department (or graduate institute) or the corresponding level Teacher Evaluation Committee is evidently inconsistent with legal provisions, this Committee may, in accordance with relevant regulations, directly review and amend the decision.

If a faculty member files an appeal for relief and the competent appeal authority or other remedy authority, in accordance with relevant laws and regulations, requests the department (or graduate institute) or the corresponding level Teacher Evaluation Committee to handle the case, but the committee fails to do so, and the same appeal or remedy authority subsequently determines that the committee has acted unlawfully, this Committee may take over the case from the stage at which it should have been reprocessed and continue the procedure in accordance with applicable regulations.

第十條 為確保教師權益，教師如對本會所為之各項決議認為有違法或不當之情形時，得檢附具體資料，依本校申訴程序向本校教師申訴評議委員會提起申訴。

Article 10 For the purpose of protecting the rights and interests of faculty, if a teacher considers a resolution or decision made by the Committee illegal or inappropriate, he or she may file an appeal with relevant documents to the *Faculty Plea and Arbitration Committee* of the University in accordance with the University's appeal procedure.

第十一條 本辦法經院務會議通過，提送校教師評審委員會核定後實施，修正時亦同。

Article 11 These Regulations shall be implemented after being approved by the Faculty Evaluation Committee of the School and subsequently ratified by the University Teacher Evaluation Committee. The same procedure shall apply to any amendments.