國立勤益科技大學教師聘任及升等審查辦法
National Chin-Yi University of Technology
Regulations Governing the Review for the Appointment and Promotion of Teachers

111.12.21.111 學年度第 1 學期第 1 次臨時校務會議通過全文修正，112.1.6.勤益科大人字第 1121700001 號函發布，112.2.1.起實施
The full amendment was approved at the First Ad Hoc University Affairs Faculty Meeting of the first semester of the 2022 academic year on December 21, 2022, promulgated by Chin-Yi University of Technology Personnel Letter No. 1121700001 on January 6, 2023, and implemented as of February 1, 2023.
113.6.12.112 學年度第 2 學期第 1 次臨時校務會議通過修正第 4 條、第 10 條、第 11 條、第 13 條之 1 附表二、第 19 條、第 20 條、第 21 條、第 22 條、第 27 條條文，113.7.15.勤益科大人字第 1131700305 號函發布，113.8.1.起實施
Articles 4, 10, 11, 13-1 (Appendix II), 19, 20, 21, 22, and 27 were amended and approved at the First Ad Hoc University Affairs Faculty Meeting of the second semester of the 2023 academic year on June 12, 2024, and promulgated by Chin-Yi University of Technology Personnel Letter No. 1131700305 on July 15, 2024, and implemented as of August 1, 2024.
113.12.18.113 學年度第 1 學期第 1 次臨時校務會議通過修正第 22 條條文，114.1.6.勤益科大人字第 1141700002 號函發布實施
Article 22 was amended and approved at the First Ad Hoc University Affairs Faculty Meeting of the first semester of the 2024 academic year on December 18, 2024, and promulgated by Chin-Yi University of Technology Personnel Letter No. 1141700002 on January 6, 2025.
115.6.10.114 學年度第 2 學期第 2 次校務會議通過全文修正通過，115.○.○.勤益科大人字第 11517○○○○○號函發布實施
Fully amended and approved at the Second University Affairs Faculty Meeting of the second semester of the 2025 academic year on June 10, 2026, and promulgated for implementation by Chin-Yi University of Technology Personnel Letter No. 11517○○○○○ on 月 日, 2026.

第一章　　總則
Chapter 1　General Provisions

第一條
為規範本校教師之聘任及升等，依據本校組織規程第三十六條及大學法、教師法、教育人員任用條例暨其施行細則、專科以上學校教師資格審定辦法、專科以上學校教師違反送審教師資格規定處理原則等有關法令訂定本辦法，本辦法未規定者，適用其他有關法令規定。
Article 1.
To regulate the employment and promotion of teachers of the University, these regulations are hereby established in accordance with Article 36 of the Organization Regulations of the University, the University Act, the Teachers' Act, the Act Governing the Appointment of Educators and subsequent enforcement rules, the Regulations Governing the Accreditation of Teachers' Qualifications at Junior Colleges and Institutions of Higher Education, and the Principles of Handling Accreditation Violations of Teachers' Qualifications at Junior Colleges and Institutions of Higher Education. Any matters not mentioned herein shall be governed by other relevant laws and regulations.

第二條
本校教師之聘任及升等分三級審查，先由各系、所、學位學程、中心、體育室（以下簡稱系所）教師評審委員會（以下簡稱系所教評會）審議，提經各學院教師評審委員會（以下簡稱學院教評會）初審通過，並經本校教師評審委員會（以下簡稱校教評會）複審通過，陳請校長核定後，報請教育部審定教師資格。
Article 2.
The employment and promotion of teachers at the University shall be reviewed at three levels: the Department Faculty Evaluation Committees of the departments, graduate institutes, degree programs, centers, and Office of Physical Education (hereinafter collectively referred to as the “Departments”) shall first conduct a review. Upon approval, the case shall be submitted to the College Faculty Evaluation Committee for preliminary review, followed by a secondary review by the University Faculty Evaluation Committee. Upon approval by the President, the case shall

be submitted to the Ministry of Education for accreditation of the teacher's qualifications.
學院單獨招生或開設課程須實聘師資時，其院屬教師之聘任及升等，採學院、校二級審查，由學院教評會依第四條、第四條之一教師聘任規定或第十一條教師升等規定完成原系所教評會應審議事項後，再經初審通過，提校教評會複審。
When a college needs to appoint faculty members for its independent student recruitment or course offerings, the appointment and promotion of faculty members affiliated with the college shall be subject to a two-level review by the college and the University. The College Faculty Evaluation Committee shall first complete the matters that would otherwise be reviewed by the Department Faculty Evaluation Committee in accordance with the faculty appointment provisions of Article 4 or Article 4-1, or the faculty promotion provisions of Article 11. Upon approval in the preliminary review, the case shall be submitted to the University Faculty Evaluation Committee for secondary review.
前項學院辦理教師聘任或升等時，依第四條之一或第十一條或第十二條規定須自校外專家學者名單選定審查委員時，依下列規定辦理：
When a college referred to in the preceding paragraph conducts the appointment or promotion of teachers and is required, pursuant to Article 4-1, Article 11, or Article 12, to select review committee members from a list of external scholars and experts, it shall do so in accordance with the following provisions:

一、 辦理聘任或學位升等案：由學院教評會召集人，與專長領域相近之學院教評會委員中互推一人，共同以隨機選定外審委員。
For a teacher's appointment or promotion based on an academic degree, the convener of the College Faculty Evaluation Committee and one committee member with expertise in a related field, mutually elected by the College Faculty Evaluation Committee, shall jointly select the external reviewers at **random**.

二、 辦理前款以外升等案：依第十一條第一項第二款第一目規定，由學院教評會召集人與校教評會召集人共同就外審委員建議名單中 以隨機 排序後，交教務處依序密送外審委員進行審查。
For promotion cases other than those specified in the preceding subparagraph, pursuant to Item 1, Subparagraph 2, Paragraph 1 of Article 11, the convener of the College Faculty Evaluation Committee and the convener of the University Faculty Evaluation Committee shall jointly arrange the recommended external reviewers in random order, after which the Office of Academic Affairs shall confidentially forward the review materials to the external reviewers in that order for review.

第二章　聘任
Chapter 2　Faculty Appointment

第三條
專任教師之新聘，應由用人單位視教師缺額及課程需要，依本校教師員額管理原則所定，經教師員額規劃小組審議通過，校長核定後為之。本校新聘之專任教師須具備助理教授級以上教師證書或具有博士學位證書，品德優良，學養豐富具服務熱忱，對擬聘單位之任務及發展確有助益者。
Article 3.
The appointment of a new full-time teacher shall be made following approval of the Teacher Numbers Planning Team following review in accordance with the principle of teacher numbers management of the University and approval of the President. Full-time teachers newly employed by the University shall have a teacher's accreditation certificate of assistant professor level or above, or a doctoral degree certificate, and also demonstrate good morals, learning quality, passion for service, and physical health to meet the criteria of the employing unit.

新聘專任教師除須具備前項基本資格條件外，屬專業科目或技術科目之教師，應具備一年以上與任教領域相關之業界實務工作經驗。
In addition to the preceding qualifications, newly employed full-time teachers of professional or technological subjects shall have at least one year's practical work experience in a related field.
前項專業科目或技術科目之認定基準由各教學單位訂定之，並經本校各級課程委員會及教務會議審議通過後實施。
The standards for the preceding professional or technological subjects shall be determined by the teaching unit and approved by the curriculum committees at different levels and education meetings before implementation.
第二項所稱「應具備一年以上與任教領域相關之業界實務工作經驗」，得以累計計算，惟兼任職務年資折半採計。但不包括於短期補習班或各級學校從事教學工作之經驗。
The requirement of "at least one year's practical work experience in a related field," stipulated in Paragraph 2, may be satisfied through accumulated experience in different positions. However, years of service in part-time positions shall be counted at one-half of their actual duration. Teaching experience in short-term tutorial institutes or at various levels of schools shall not be counted.

第四條
新聘教師案，由用人單位擬具公告資料，經系所務會議新聘教師案，由用人單位擬具公告資料，經系所務會議及教師員額規劃小組會議通過，陳請校長核定後，於傳播媒體或學術刊物公告徵聘資訊辦理公開甄選，所刊載徵聘資訊期間第一次公告至少十四日以上。
經教師員額規劃小組審議逕予核撥或校長先予核撥，補提教師員額規劃小組報告之員額，由用人單位擬具公告資料，經系所務會議通過，陳請校長核定後，依前項規定辦理公告事宜。
Article 4.
For the appointment of new teachers, the application unit shall prepare and submit an announcement with information about the role to the department affairs meeting and the Teacher Planning Team for approval, and manage public selection by publishing recruitment information on broadcast media or in an academic journal following approval of the President. Recruitment information in the first announcement shall be made public for at least 14 days.
For teaching positions directly allocated upon review by the Teacher Planning Team, or provisionally allocated by the President and subsequently reported to the Teacher Planning Team, the application unit shall prepare a recruitment announcement, which shall be approved by the department affairs meeting and submitted to the President for approval. The announcement shall be handled in accordance with the provisions of the preceding paragraph.

前項公告資料之擬聘人選條件，應與教師員額規劃小組審議通過該員額所需條件內容一致。但基於控管員額、擇優攬才原則，各用人單位公告擬聘人選條件內容如規定更為嚴謹者，從其規定。
The candidate qualifications in the preceding announcement shall be consistent with the requirements of the role as approved by the Teacher Planning Team. However, if the application unit has stricter candidate qualifications based on the need to control the number of teachers, then the principle of attracting the exceptional talent shall govern.
經公告後之應徵者資料，由該用人單位教評會審議通過後，就所選定之人員(以下簡稱專任教師候選人)填具本校「新聘教師申請表」，連同學、經歷證件影本、成績單與有關學位論文或專門著作或個人其他學術、專業成就證明文件或資料，提學院教評會初審、校教評會複審通過，陳請校長核定聘任，自每年八月一日或二月一日起聘。系所教評會選定之專任教師候選人，除為延攬特殊優秀人才得推薦單一候選人外，應就擬聘員額增列一至三名為候選人，排序後續提院、校教評會審議；若就擬聘員額增列一至三名候選人實有困難者，應敘明

理由先專案簽請校長同意，始得將所選定之候選人續提院、校教評會審議。經用人單位教評會審議通過，與專任教師候選人議定已具高一職級教師證書先以低一職級聘任者，提交資料至學院教評會時，應另繳交二年期達成績效指標內容及同意書。

After the applicant's information has been reviewed and approved by the Academic Unit Faculty Evaluation Committee, the selected individual (hereinafter referred to as the "full-time faculty candidate") shall complete the University's "New Teacher Application Form." The application, together with copies of academic and professional credentials, transcripts, relevant degree theses or specialist publications, and other documents or materials evidencing academic or professional achievements, shall be submitted to the College Faculty Evaluation Committee for preliminary review and then to the University Faculty Evaluation Committee for secondary review. Upon approval, the appointment shall be submitted to the President for ratification, with the appointment commencing on August 1 or February 1 of each year. Except where a single candidate is recommended for the recruitment of exceptionally outstanding talent, the Department Faculty Evaluation Committee shall select one to three additional candidates beyond the number of positions to be filled, rank the candidates in order, and submit them to the College Faculty Evaluation Committee and University Faculty Evaluation Committee for subsequent review. Where it is genuinely difficult to select one to three additional candidates beyond the number of positions to be filled, the reasons shall be stated and special approval shall first be obtained from the President before the selected candidate(s) may be submitted to the College Faculty Evaluation Committee and University Faculty Evaluation Committee for review. Where, following review and approval by the Academic Unit Faculty Evaluation Committee, it has been agreed with a full-time faculty candidate who already holds a teacher certificate at a higher rank that the candidate will initially be appointed at a lower rank, the materials submitted to the College Faculty Evaluation Committee shall also include the performance indicators to be achieved within a two-year period and a letter of consent.

前項所稱延攬特殊優秀人才，指延攬國際頂尖人才(如玉山學者、玉山青年學者)，或符合下列各款條件之一者。

"Exceptional talent" referred to in the preceding paragraph refers to top international talent (e.g., a Yushan Scholar or a Yushan Young Scholar), or a candidate who falls under one of the following categories:

一、曾服務於國際一流學術研究機構或國際知名公司任職三年以上，並具有發展潛力。

The candidate has served at a top international academic research institute or famous international company for at least three years and has further development potential.

二、有執行重大研究或產學計畫之經驗。

The candidate has experience in material research or industrial-academic planning.

三、近五年之學術貢獻於所屬領域表現優異。

The candidate's academic contribution within the past five years has been outstanding in his/her specialist field.

各級教評會依第三條第二項規定審查擬聘專業科目或技術科目教師，其與任教領域相關之業界實務工作經驗採認及應檢附之資料，須符合下列各款情形之一：

The accreditation of actual work experience in a related field and data to be enclosed for teachers of professional or technological subjects to be reviewed by the Evaluation Committee at all levels in accordance with paragraph 2 of Article 3 shall meet one of the following criteria:

一、於政府機關（構）、行政法人、公營事業機構、私立機構、依法設立登記或立案之法人或團體服務，並提出服務證明或投保資料者。

A service certificate and insurance information indicating service at a governmental agency (institution), incorporated administrative agency, state-owned enterprise, private institution, or legal person or group registered or duly established pursuant to the law.

二、於產學合作機關（構）或產業執行產學合作計畫，並擔任計畫主持人或分項(共同)計畫主持人且提出相關計畫合約或成果證明者；或現職公、私立專任教師依「技專校院教師進行產業研習或研究實施辦法」完成研習或研究證明文件者。

Certification or documentation of a related project contract or achievement indicating the implementation of an industrial-academic cooperation plan at an industrial-academia agency (institution) serving as the project principal or sub-program (co-) project principal, or certification as a full-time teacher in a public or private school having completed study or research in accordance with the "Regulations for the Implementation of Industrial Study or Research by Teachers at Junior Colleges of Technology".

三、於其他工作內涵與所任教領域相近之單位服務(如個人工作室、學校之研發、研究、育成中心、學校附設或附屬機構等)，並提出服務證明或具體成就證明者。

Having served in a unit whose work is similar in nature to the field in which the faculty member teaches (e.g., a personal studio, a university research and development center, research center, incubation center, or an affiliated or ancillary institution of a university), and having provided a certificate of service or evidence of specific achievements.

依前項各款採認計算實務經驗年資，如採累計時，其同一期間範圍內分別執行不同之案件或計畫、研習或研究，僅得採認一件。

If the practical experience set forth in the preceding paragraphs is accumulated across multiple previous positions, only one project, plan, study, or research piece covering a certain period shall be submitted.

第五項如非國內任職證明文件，由擬聘教師切結文件屬實並自負相關法律責任，如非中文或英文者，應另附中文譯本。

If the supporting documents referred to in Paragraph 5 are issued outside the Republic of China (Taiwan), the prospective teacher shall provide a declaration attesting to the authenticity of the documents and assume full legal responsibility therefor. If the documents are not in Chinese or English, a Chinese translation must also be provided.

兼任教師之任、聘期、送審規定另定，由校教評會審議通過報請校長核定後實施。

The regulations for employment, term of contract, and review of part-time teachers shall be established and implemented after submission to the **University Faculty Evaluation Committee** and the President for approval.

第四條之一

前條專任教師擬聘人選如未具有擬聘職級之教師資格者，應將其學位之論文、創作、展演或書面報告、技術報告（以下簡稱學位論文）或專門著作(或以作品、成就證明或技術報告代替專門著作)送請校外專家學者審查，如審查未通過者，不得聘為本校教師。

Article 4-1

If the candidate for a full-time teacher set forth in the preceding article does not teacher qualification, he/she shall deliver his/her thesis, creative works, performances, written or technical reports, ("degree thesis") or specialist publications (or use of their works, evidence of their achievements, or technical report as a component of specialist publications) to external scholars and experts for review. The candidate will not be appointed as a teacher of the University should he/she fail the review.

前項送請校外專家學者審查之程序如下：

The submission procedures for the review of external scholars and experts are as follows:

一、博士學位論文審查：依教育人員任用條例第十六條之一第一款規定，具有博士學位或其同等學歷證書，成績優良，並有專門著作者：

PhD dissertation review: a doctoral degree or the equivalent degree certificate with outstanding performance and specialist publications in accordance with paragraph 1 of Article 16-1 of the Act Governing the Appointment of Educators.

(一) 系所教評會審議擬定新聘專任教師候選人之同時，應就其擬聘人選學位論文之學術專長與任教課目相關領域，於本校外審委員資料庫中擬定二十位外審委員名單，併同審議結果及送審人資料送學院教評會進行初審。

When preparing to appoint new full-time teachers, the Department Faculty Evaluation Committee shall list 20 external reviewers from the University's external reviewer database with academic expertise in a field related to the thesis, and submit the list, the review results, and candidate information to the College Faculty Evaluation Committee for a preliminary review.

(二) 系所教評會召集人將前目外審委員名單密送學院教評會召集人，並共同以隨機排序選定五位外審委員，再由學院送請校外實質審查選定五位外審委員，再由學院送請校外實質審查，送外審查時應記載與外審委員之聯繫情形，於外審作業結束後陳報所屬主管，再以可稽核之方式妥善保存。其審查結果經四位評定達七十分以上者為合格，於提送學院教評會初審通過後，再送校教評會複審。

The convener of the Department Faculty Evaluation Committee shall then submit the list of external reviewers, which shall remain confidential, to the convener of the College Faculty Evaluation Committee, and the two conveners shall jointly select five external reviewers at random. The College shall then forward the materials to the five selected external reviewers for substantive external review. When the materials are submitted for external review, communications with the external reviewers shall be documented. Upon completion of the external review process, such records shall be reported to the competent supervisor and properly retained for future audit. The candidate is deemed to have qualified if the scores awarded by four reviewers total 70 or higher. After the preliminary review is approved by the **College Faculty Evaluation Committee**, the proposal shall be submitted to the **University Faculty Evaluation Committee** for a secondary review.

二、專門著作、作品、成就證明或技術報告審查：依教育人員任用條例第十六條之一第依教育人員任用條例第十六條之一第二款、第十七條或第十八條等各款規定擬聘人選時，程序如下：

Review of specialist publications, works, evidence of achievements, or technical reports: Where a candidate is proposed for appointment in accordance with subparagraph 2 of Article 16-1, Article 17, or Article 18 of the Act Governing the Appointment of Educators, the procedures shall be as follows:

(一) 系所教評會審議擬定新聘專任教師候選人之同時，應就其擬聘人選依前款所訂專門著作、作品、成就證明或技術報告之學術專長與任教課目相關領域，於本校外審委員資料庫中擬定至少二十位外審委員名單，併同審議結果及送審人資料送學院教評會進行初審。

When preparing to appoint new full-time teachers, the Department Faculty Evaluation Committee shall list 20 external reviewers from the external reviewer database of the University comprising academic expertise in a field related to the specialist publications, work, evidence of achievements, or technical reports prescribed in the preceding subparagraph and post and submit the list along with the review results and candidate information to the College Faculty Evaluation Committee for a preliminary review.

(二) 學院教評會召集人將前目外審委員名單密送校教評會召集人共同以隨機排序，交由教務處依序密送五位校外委員進行實質審查，送外審查時應記載與外審委員之聯繫情形，於外審作業結束後陳報所屬主管，再以可稽核之方式妥善保存；其審查結果

經四位評定達七十分以上者為合格，移還學院教評會初審通過後，再將其送審人資料送校教評會進行複審。

The convener of the **College Faculty Evaluation Committee** then submits the list of external reviewers, which shall remain confidential, to the convener of the **University Faculty Evaluation Committee** to jointly arrange them in random order. The **Office of Academic Affairs** shall submit the materials in sequence to five external reviewers to conduct a substantive external review. When the materials are submitted for external review, communications with the external reviewers shall be documented. Upon completion of the external review process, such records shall be reported to the competent supervisor and properly retained for future audit. The candidate is deemed to have qualified if the scores awarded by four reviewers total 70 or higher. After the preliminary review is approved by the **College Faculty Evaluation Committee**, the proposal shall be submitted to the **University Faculty Evaluation Committee** for a secondary review.

依前項規定辦理，並經校教評會複審通過，陳請校長核定聘任之新聘專任教師，由人事室將其相關資料送教育部審定教師資格。

A newly appointed full-time teacher whose appointment has been processed in accordance with the preceding paragraph, approved upon secondary review by the University Faculty Evaluation Committee, and approved by the President shall have the relevant materials submitted by the Office of Personnel to the Ministry of Education for accreditation of the teacher's qualifications.

第四條之二

新聘教師候選人曾於符合採認辦法規定之國外大學或香港、澳門大學擔任專任教授或學術研究機構人員，並符合下列資格者，其教師資格審查程序得予以簡化：

Article 4-2

If a teacher has ever worked as a full-time professor or as a faculty member of an academic research institution at a foreign university, or at a university in Hong Kong or Macao, satisfies the provisions of the relevant regulations, and falls under one of the below-listed categories, the review of his/her teacher qualifications may follow a simplified procedure:

一、諾貝爾獎或相當等級之得主。

The candidate is a Nobel laureate or the recipient of an award of equivalent standing.

二、國家級研究院院士。

The candidate is an academic of a national research institution.

三、國際重要學會會士。

The candidate is a fellow of a major international learned society.

四、在其他相當於前三款資格之學術或專業領域著有傑出成就者。

The candidate is a person with an outstanding achievement in an academic or professional field, equivalent to that of a person in one of the three categories above.

前項人員教師資格之審查程序，由用人單位確定擬聘職級後，如未具教育部所核發之合格教師證書，其校外實質審查作業，由用人單位及學院教評會比照第四條之一第第二項第二款之程序辦理，經學院教評會評審通過後，由用人單位直接簽請校長核定聘任，其結果於校教評會備查。

With regard to the preceding review procedures, after the level of appointment is determined, if the candidate does not hold a teacher certificate issued by the Ministry of Education, the application unit and the College Faculty Evaluation Committee shall conduct the substantive external review in accordance with Subparagraph 2, Paragraph 2, Article 4-1. Following review and approval by the College Faculty Evaluation Committee, the application unit shall directly request the President's approval of the appointment, and the result shall be submitted to the

University Faculty Evaluation Committee for reference.

第四條之三
有關第四條第三項、第四項，與第四條之二第一項第四款聘為專任教師之認定，各學院得自定學院及所屬各教學單位教評會進用專任教師認定基準，經校教評會審議通過，報請校長核定後實施。
Article 4-3
Regarding the recognition of full-time faculty members as stipulated in Paragraphs 3 and 4 of Article 4 and Subparagraph 4 of Paragraph 1 of Article 4-2, each college may establish its own criteria for the appointment of full-time faculty by the college and the **Faculty Evaluation Committees of its respective academic units**. Such criteria shall be implemented upon review and approval by the **University Faculty Evaluation Committee** and approval by the President.

第四條之四
依第四條第四項為延攬特殊優秀人才，或依第四條之二規定聘任之專任教師，其進用後之薪資待遇，得依本校特殊優秀人才實施彈性薪資支應原則之規定支給彈性薪資。
Article 4-4
For the recruitment of exceptional talents under Paragraph 4 of Article 4, or for full-time faculty members appointed pursuant to Article 4-2, their remuneration after appointment may include flexible salaries in accordance with the University's Principles for the Implementation of Flexible Remuneration for Exceptional Talents.

第五條
專任教師之聘期初聘為一年，第一次續聘為一年，以後續聘皆為二年。聘期屆滿前，由系所教評會審議通過後，依行政程序簽請院長，加會人事室，經校長核定後辦理續聘。
Article 5.
The term of an initial appointment for a full-time teacher shall be one year. The first renewal shall be for one year, and each subsequent renewal shall be for two years. Before the expiration of the appointment term, the renewal shall be reviewed and approved by the Department Faculty Evaluation Committee, and then submitted through administrative procedures to the Dean of the College, with the Office of Personnel countersigning, for approval by the President, after which the renewal shall be processed.

第六條
本校教師申請轉調，應經轉出之系所教評會通過，提送轉入之系所教評會通過，再由轉入系所依程序簽陳該學院院長，加會人事室，經校長核定後辦理。 為增進教師學術與經驗交流並提昇師資，各系所得就性質相近系所之師資，或校外師資進行合聘，其辦法另訂之。
Article 6.
Applications for the transfer of teachers of the University shall first be approved by the Department Faculty Evaluation Committee of the department from which the teacher is to be transferred and then by the Department Faculty Evaluation Committee of the department to which the teacher is to be transferred. The receiving department shall then submit the application, in accordance with the prescribed procedures, to the Dean of the College, with the Office of Personnel countersigning, for approval by the President. To promote academic and experiential exchange among faculty members and enhance the quality of the faculty, each department may jointly appoint faculty members from departments of a similar nature or from outside the University. Regulations governing such joint appointments shall be prescribed separately.

第六條之一

借調校外人員來校擔任本校校長，於校長任期屆滿卸任後，依本校組織規程規定，由教評會聘為專任教師；其聘任程序，於卸任前半年，先經徵詢意願，再由其學術專長領域相近之系所辦理聘任，經各級教評會通過後，聘為該系所教授。

Article 6-1

After external personnel who have been seconded or a President of the University discharged from his/her post upon expiration of his/her term, the Evaluation Committee may appoint him/her as a full-time teacher in accordance with the Articles of Organization. His/her intention to transfer to a teaching post shall be sought half a year prior to his/her discharge and the department similar to his/her expertise shall manage the appointment. With the approval of Evaluation Committees at all levels, he/she shall be appointed as a professor of said department.

借調校外人員來校擔任一級主管或從事教學、研究工作者，其教學單位主管，依本校學術單位主管遴聘續聘及解聘辦法之相關規定辦理；行政單位主管或從事教學、研究工作者，其方式如下：

The appointment and resignation of external personnel who are seconded to serve as first level officers or who engage in education or research work shall be managed in accordance with the relevant regulations governing the selection, reappointment and dismissal of heads of academic units of the University. The head of the administrative unit or person who engages in education or research work shall be seconded following the procedure as follows:

一、借調來校擔任行政單位主管者，由學校現有教師員額中統籌運用，經相應之教學單位教評會審議通過，校長核定後，依規定程序辦理借調。

The person who is seconded to serve as head of an administrative unit shall be under central teacher management. After approval of the Evaluation Committee of the relevant education unit and the President, the secondment shall be managed pursuant to regulatory procedures.

二、借調來校從事教學、研究工作者，所佔教師缺額如擬用人之教學單位內無相應教師員額可資調配，應依本校教師員額管理原則之規定提出員額申請，經同意核撥教師員額後自本校教師員額中統籌運用，經相應之教學單位教評會審議通過，陳請校長核定後，依規定程序辦理借調。

If the application unit has no relevant teachers available for the vacancy occupied by the secondee engaging in education and research work, a teacher application shall be filed following the principle of teacher management of the University. After the seat of the teacher is approved for central management and is approved by the Evaluation Committee of the relevant education unit and the President, the secondment shall be managed pursuant to regulatory procedures.

借調前項人員來校擔任行政單位主管或從事教學、研究工作者，於進行聘任時，得免經公開甄選，借調期滿歸建原統籌運用之員額收回校控；於借調期間聘為本校專任教師其擬聘之教師職級如未具合格教師證書者，應依第四條之一規定辦理。

The appointment of the person seconded to serve as head of the administrative unit or engage in education and research work of the University is exempted from public selection. The seat applied to original central management upon expiration of the secondment will be recalled. If a full-time teacher appointed to secondment does not have a teacher's accreditation level certificate at the proposed level, the procedures as stipulated in Article 4-1 shall govern.

第二項人員借調來校期滿未歸建擬轉為本校專任教師者，依第四條規定程序辦理。

If the seconded personnel referred to in paragraph 2 does not return to the original unit and plans to transfer to a full-time teacher position at the University, the procedures as stipulated in Article 4 shall govern.

第七條

專任教師如發生教師法第四章各條文規定之解聘、停聘、不續聘情事，除依中央法規規定免經教評會審議，應經各級教師評審委員會依規定審議通過，詳述理由送請校長核定，轉報教育部核准後予以解聘、停聘或不續聘。

Article 7.
Where the individual is dismissed, suspended, or his/her contract is not renewed as forth in Chapter 4 of the Teachers' Act, except where a review by the Teacher Evaluation Committee is not required pursuant to central government laws and regulations, the full-time teacher will be dismissed, suspended, or his/her contract not renewed following approval of the Teacher Evaluation Committee at all levels, and the decision submitted to the President containing the reasons for the dismissal, suspension, or non-renewal of contract, and forwarded to the Ministry of Education for approval.

專任教師涉有下列各款情形之一者，應於知悉之日起一個月內經校教評會審議通過後，免報主管機關核准，暫時予以停聘六個月以下，並靜候調查；必要時，得經校教評會審議通過後，延長停聘期間二次，每次不得逾三個月。經調查屬實者，於報教育部後，至教育部核准及學校解聘前，應予停聘，免經教評會審議：
Should any of the situations in the following subparagraphs occur to a full-time teacher, the University may temporarily suspend the teacher's appointment for a period of no more than six months following approval by the University Faculty Evaluation Committee within one month from the date on which the University becomes aware of the circumstance, without reporting the matter to the competent authority for approval, pending investigation. If necessary, the suspension period may be extended twice following approval by the University Faculty Evaluation Committee, provided that each extension does not exceed three months. If the circumstances are confirmed following investigation, after the matter is reported to the Ministry of Education, the teacher shall be suspended until approval by the Ministry of Education and dismissal by the University, without review by the Faculty Evaluation Committee.
一、教師法第十四條第一項第四款至第六款情形。
The circumstances specified in Subparagraphs 4 to 6, Paragraph 1, Article 14 of the Teachers' Act.
二、教師法第十五條第一項第一款或第二款情形。
The circumstances specified in Subparagraphs 1 or 2, Paragraph 1, Article 15 of the Teachers' Act.

第三章　升等
Chapter 3　Promotions

第八條
本校教師升等，除需符合教育部規定外，尚須具備下列條件：
Article 8.
In addition to the regulations of the Ministry of Education, the following conditions must be met for a teacher to get promoted at the University:
一、以專門著作、作品、成就證明或技術報告申請升等者：送審之專門著作、作品、成就證明或技術報告及年資須符合教育部及本校相關規定，且教學、研究、輔導與服務成績優良者。
For a promotion due to academic writing, creative works, evidence of achievement, or technical reports: the academic writing, creative works, evidence of achievement, or technical reports to be reviewed and level of seniority must be satisfactory to the regulations of the Ministry of Education and the University, and the teacher must have a good education, research, and supervision and services performance.
二、以學位論文替代專門著作申請升等者：

For a promotion due to a degree thesis instead of specialist publications:

(一) 進修內容須符合各系所教學或校務發展需要，並經各系所查考其進修期間之個人表現及在校服務成績（部分時間進修者），績效優良者。

The content of the study must be satisfactory to the education needs of the department and school development, and the teacher must have a good personal and service performance during the study period at the school (including part-time study).

(二) 未經學校核准自行進修者，其提出升等之年限計算如下：

The calculation of the level of seniority for a person who is not approved by the University for study is as follows:

1. 達基本進修資格（滿三年）而自行進修者，由系所教評會審議應延長自行進修之年數，但不得低於實際修習學分課程之期間，逐年計算後，所餘不足一年者，其未滿六個月不予計算，超過六個月則以一年計算。

   The Department Faculty Evaluation Committee shall review the year to be extended for study for an individual who has achieved a basic qualification (three years) for study, provided that it is not less than the period of taking credit courses. Any remaining period of less than one year after calculation shall be excluded if it is less than six months; if more than six months, it shall be calculated as one year.

2. 未達基本進修資格而自行進修者，依前揭達基本進修資格而自行進修延長之年數外，並加上其未達基本進修資格之年數。

   If the individual is engaged in study without achieving a basic qualification, in addition to the years to be extended for study to achieve the abovementioned basic qualification, the years of study without obtaining a basic qualification shall also be added.

(三) 教師利用寒暑假期間自費進修者或學期中以例假日進修且涉及非例假日之路程時段並依規定完成請假手續者，不列入私自進修。但進修內容如與該教師升等有關時，仍應依學校進修程序提出申請，否則應依前目規定延長其升等提出之時間。

Studies at the individual's own cost or courses taken on holidays where the individual has undergone leave request procedures for courses to be taken in non-regular holidays are excluded from private study. However, if the content of the study is related to the promotion of the individual, an application for study shall be filed, otherwise, the timeframe in which a promotion is considered shall be extended in accordance with the preceding regulations.

本辦法有關教師以前一等級教師年資升等者，其年資計算以該前一等級教師證書所載年資起計之年、月、日開始計算，至提出升等申請如經審定通過生效年、月、日之前一日為升等年資截止日計算規定年資。

The calculation of seniority for the promotion of teachers based on seniority at the previous level shall start from the year, month, and day specified in the teacher's accreditation certificate at his/her current level until the day prior to the year, month, and day of approval for a promotion following review.

教師有下列各款情形之一者，不得送審：

A teacher is not permitted to apply for a teacher qualification review if he/she falls under one of the following categories:

一、全時在國內、外進修、研究或出國講學，其向系所教評會提出申請送審之當學期未實際在校授課。

A teacher who is undertaking advanced studies or research full-time in Taiwan or overseas, or is lecturing overseas full-time, and will not be teaching in the semester in which he/she has applied for a teacher qualification review.

二、有教師法第十四條第一項、第十五條第一項或第十六條第一項情形之一，尚在

調查、解聘或不續聘處理程序中。但因教師未符十四條、第十四條之一、第十四條之二有關升等期限規定而有教師法第十六條第一項情形者，不在此限。

A teacher who falls under one of the circumstances in paragraph 1 of Article 14, paragraph 1 of Article 15, or paragraph 1 of Article 16 of the Teachers' Act, and is under investigation or involved in dismissal or non-renewal of contract procedures. This does not apply to teachers who have not met the requirements of the promotion period of the institution under paragraph 1 of Article 16 of the Teachers' Act.

三、有教師法第十八條第一項、第二十一條、第二十二條第一項或第二項情形，尚在調查、停聘處理程序中或停聘期間。

A teacher who falls under one of the circumstances of paragraph 1 of Article 18, Article 21, or paragraphs 1 or 2 of Article 22 of the Teachers' Act and is still under investigation, involved in suspension of employment procedures, or is currently suspended.

四、有教師法第二十七條第一項第二款或第三款情形，尚在調查、資遣處理程序中。

A teacher who falls under one of the circumstances of subparagraphs 2 or 3 of paragraph 1 of Article 27 of the Teachers' Act and is still in the process of investigation.

第九條

一一七年二月起教師依前一年度(若前一年度無成績則往前遞移至同職級且最近一年為限)「國立勤益科技大學教師定期成效評估準則附表 教師定期成效評估標準項目一覽表」以下簡稱成效評估一覽表教學、研究、服務含輔導三分項，其自選比重分數經審定總計達八十分以上，且任一分項成績不得為零分者，即得申請升等。升等評審項目分為教學、研究、服務及輔導，分述如次：

Article 9.

Effective February 2028, faculty members may apply for a promotion if, based on their performance evaluation results for the preceding year (or if no evaluation results are available for the preceding year, the results from the most recent year at the same academic level shall be used) their total score, as determined according to their self-selected weightings for the three categories of Teaching, Research, and Service (including Counseling) set forth in the National Chin-Yi University of Technology Periodical Performance Evaluation Standards – Table of Standards for the Periodical Performance Evaluation of Teachers (hereinafter referred to as the "Performance Evaluation Table"), has been reviewed and approved at 80 points or above, provided that the score for none of the three categories is zero. The criteria for promotion review shall consist of Teaching, Research, Service, and Counseling, as described below:

一、 教學績效：為成效評估一覽表中所列教學分項之原始分數。

Teaching performance: the raw score for the Teaching category listed in the Performance Evaluation Table.

二、 研究績效：為送審人提出升等審查之實際送審成果(即送審專門著作、作品、成就證明及技術報告或學位論文)。

Research performance: the actual materials submitted by the applicant for the promotion review (i.e., specialist publications, work, evidence of achievements, technical reports, or degree thesis).

三、 服務及輔導績效：為成效評估一覽表中所列服務(含輔導)分項之原始分數。

Service and Counseling Performance: This refers to the raw score for the Service (including Student Guidance) category listed in the Performance Evaluation Table.

有關教學、服務及輔導之成績計算，係採計提出升等申請之前一年度審定之原始分數，送審人依「國立勤益科技大學教師定期成效評估準則」(以下簡稱評估準則)之規定辦理自評作業(若前一年度無成績則往前遞移至同職級為限)，原始分數超過一百分者，以一百分計，再依前項第一款及第三款所得分數加總後平均計算。

Teaching, Service, and Counseling performance shall be calculated based on the raw score approved for the year preceding the application for a promotion. The candidate shall conduct a self-evaluation in accordance with the National Chin-Yi University of Technology Periodical Performance Evaluation Standards (hereinafter referred to as the "Evaluation Standards") (if no score is available for the preceding year, the score shall be taken from an earlier year for the same academic level). If the raw score exceeds 100 points, it shall be calculated as 100 points. The scores obtained under subparagraphs 1 and 3 of the preceding paragraph shall then be added together and averaged.

依評估準則之規定，已申請同意免評之教師，如依本辦法提出升等，仍須依前項規定辦理自評作業。

According to the Evaluation Standards, faculty members who have been granted an exemption from evaluation must still conduct the self-evaluation described in the preceding paragraph if they apply for promotion under these regulations.

第一項有關教師升等評審項目之比率權重如下：

The weighting ratios for the Teaching, Research, Service, and Counseling evaluation categories for faculty promotions specified in Paragraph 1 are as follows:

一、教學、服務及輔導績效佔教師資格審查總成績百分之三十。

Teaching, Service, and Counseling Performance accounts for 30% of the total score of the teacher qualification review.

二、研究績效：佔教師資格審查總成績百分之七十。

Research performance accounts for 70% of the total score of the teacher qualification review.

第十條

教師持專門著作、作品、成就證明及技術報告送審，應符合下列規定：

Article 10.

Academic writing, creative works, evidence of achievement, and technical reports submitted for review shall meet the following requirements:

一、有送審人個人之原創性，且非僅以整理、增刪、組合或編排他人著作而成之編著或其他非研究成果著作送審。

Works submitted for teacher qualification review shall be the applicant's individual, original work, and may not be produced by rearranging, adding to, deleting from, compiling, and/or otherwise editing the work(s) or other non-research results of any other person(s).

二、以外文撰寫者，附具中文摘要，其以英文以外之外文撰寫者，得以英文摘要代之；如國內無法覓得相關領域內通曉該外文之審查人選時，學校得要求該著作全文翻譯為中文或英文。

If work is in a language other than Chinese, the applicant shall attach an abstract written in Chinese. If work is written in a foreign language other than English, the abstract may be written in English instead. If it has not been possible to find reviewers in Taiwan who are in an associated field and are proficient in the foreign language in which the work is written when selecting reviewers, the institution may request a complete translation of the work

into either Chinese or English.

三、由送審人自行擇一為代表作，其餘列為參考作；其屬系列之相關研究者，得合併為代表作；前經教師資格審定不合格者，重新提出申請時，其送審著作應至少增加或更換一件。

The applicant shall select one work as the representative work, and the remaining works shall be listed as reference works. Related research forming a series may be combined as the representative work. If the applicant previously failed a teacher qualification review and resubmits an application, at least one work submitted for review shall be added or replaced.

四、為送審人取得前一等級教師資格後所出版或發表者；送審人曾於境外擔任專任教師之年資，經採計為升等年資者，其送審專門著作、作品、成就證明或技術報告得予併計。

The works shall have been published or issued after the applicant obtained the teacher qualification at the preceding level. If the applicant's years of service as a full-time teacher overseas are counted toward seniority for promotion, the applicant's specialist publications, works, evidence of achievements, or technical reports submitted for review may also be counted.

教師在該學術領域之研究成果有具體貢獻者，得以專門著作送審；其專門著作非發表於掠奪性期刊或研討會，出版方式為下列各款之一：

The teacher may submit specialist publications for teacher qualification review if his/her research results have an actual contribution to the relevant academic field. Academic writing not published in a renowned journal or seminar shall fall under one of the categories stipulated in the following subparagraphs:

一、為已出版公開發行或經出版社出具證明將出版公開發行之專書。

Monographs already published and distributed or which have been accepted for publication and distribution by a publishing house that has issued a certificate to this effect.

二、於國內外學術或專業刊物發表，或具正式審查程序，並得公開及利用之電子期刊，或經前開刊物，出具證明將定期發表。

Journal articles published in domestic and/or foreign scholarly journals, professional journals, or e-journals having undergone a formal peer-review process that may publish and use such articles, or articles that have been accepted for publication in a journal as just described, in which case the applicant shall submit documentary evidence that the journal will be issued within a certain time period.

三、在國內外具有正式審查程序研討會發表，且集結成冊出版公開發行、以光碟發行或於網路公開發行之著作。

Papers that have undergone a formal peer-review process included in a domestic and/or overseas conference and that have been made public and distributed in the form of a volume, digital copy, or online.

第一項所定代表作，應符合下列規定：

Representative work referred to in paragraph 1 shall meet the following requirements:

一、與送審人任教科目性質相關。

The nature of the representative work shall be related to the subject(s) taught by the applicant.

二、非為學位論文之一部分。但未曾以該學位論文送審或屬學位論文延續性研究者，送審人應主動提出說明，經專業審查認定代表作具相當程度。

The representative work may not be part of any degree thesis or dissertation, unless the applicant's degree thesis has not previously been submitted for an teacher qualification review, or if the representative work is part of research that is a continuation of his/her degree thesis, and the applicant has provided explanatory details and a professional assessment has determined that the

submitted work contains a considerable degree of further content.

三、依前項第二款所定，持國內外學術或專業刊物接受將定期發表之證明送審者，該證明應載明預計自接受之日起一年內發表，並自發表之日起二個月內，由送審人送交所屬系所查核後，提各級教評會審議通過，送交人事室存檔；其因不可歸責於送審人之事由，而未能於一年內發表者，應於一年期限屆滿前，由送審人檢附該刊物出具未能發表原因及確定發表時間之證明，經所屬系所查核後，提各級教評會審議通過，始得辦理展延；惟展延時間仍應以該刊物出具接受證明之日起三年內為限。持國內外學術或專業刊物接受將定期刊登之專門著作送審，經審定後，不得作為下次送審著作；因可歸責於送審人未發表，或未於該刊物出具接受證明之日起三年內發表者，應駁回其申請，並報教育部；其教師資格尚在審查者，應駁回其申請；其教師資格已審定合格發給教師證書，由教育部廢止其教師資格，並追繳或註銷該等級之教師證書。另依前項第一款所定，以出版社出具證明「將出版公開發行之專書」送審者，出版期限比照前開所定期刊發表期限辦理。

According to subparagraph 2 of the preceding paragraph, where an applicant submits for review a certificate issued by a domestic or foreign academic or professional publication confirming that the work has been accepted for publication, the certificate shall specify that the work is expected to be published within one year from the date of acceptance. Within two months from the date of publication, the applicant shall submit the published work to his or her affiliated department or graduate institute for verification; following approval of Teacher Evaluation Committees at all levels, it shall be submitted to the Office of Personnel for filing. If, for reasons not attributable to the applicant, the work cannot be published within one year, before the one-year period expires, the applicant shall submit a certificate issued by the publication stating the reason why the work could not be published and the confirmed date of publication. Following verification by the applicant's affiliated department or graduate institute and approval by Teacher Evaluation Committees at all levels, an extension may be granted as long as the extended publication date is within three years from the date on which the publication issued the certificate of acceptance. Specialist publications with a certificate for accepting periodical publications issued by foreign academic or professional publications may not be submitted for the next review unless they have been released. If the work is not released within three years from the date of the acceptance certificate issued by said publication for reasons attributable to the applicant, the application shall be rejected and reported to the Ministry of Education. The application shall be rejected should the teacher's qualification still be under review. The Ministry of Education shall revoke the teacher's accreditation certificate should an accreditation certificate already have been issued as satisfactory to the qualification of the teacher. In accordance with subparagraph 1 of the preceding paragraph, where a certificate issued by a publishing house verifying that "a monograph accepted for future publication and public distribution" is submitted for review, the publication deadline shall be the same timeline prescribed for the publication of journal articles.

四、係數人合著者，僅得由其中一人送審；送審時，送審人以外他人應放棄以該專門著作、作品、成就證明或技術報告作為代表作送審之權利。送審人應以書面具體說明其參與部分，並由合著人簽章證明，但有下列情形之一者，不在此限：

If representative work has been co-authored, only one of the co-authors may

submit that work for an teacher qualification review; the other co-authors shall relinquish their right to submit that academic work, creative work, evidence of achievements, or technical report as representative work for a review of their own eligibility for accreditation. The applicant shall specify in writing the part(s) of the work in which they participated, and the other co-author(s) shall sign and certify a written statement to the same effect unless one of the following circumstances applies:

(一)送審人為中央研究院院士，免繳交合著人簽章證明。

The applicant is an academician at Academia Sinica and is exempt from having to submit any co-author's signed certification.

(二)送審人為第一作者或通信（訊）作者，免繳交其國外非第一作者或通信（訊）作者之合著人簽章證明。

The applicant is the first author or the author of correspondence (communication) and is exempted from submitting a co-author's signed certification for any overseas co-author who was not the first author and was not the author of correspondence (communication).

前項第四款送審代表作之合著人因故無法簽章證明時，送審人應以書面具體說明其參與部分，及無法取得合著人簽章證明之原因，經校教評會審議同意者，得予免附。

If, for any reason, any co-author of the representative work submitted for review as referred to in Subparagraph 4 of the preceding paragraph is unable to provide a signature and certification, the applicant shall specify in writing the part(s) in which the applicant participated and the reason(s) why the co-author's signature and certification cannot be obtained. Upon approval by the University Faculty Evaluation Committee, the applicant may be exempted from providing such signature and certification.

送審代表作與曾送審合格之代表作名稱或內容近似者，送審時，應檢附曾送審合格之代表作及本次代表作異同對照；其名稱或內容有變更者，亦同。

If the submitted representative work is similar in name and content to a qualified representative work that has previously been submitted for an teacher qualification review, the applicant shall attach a list of the differences and similarities of the current and previously qualified representative works when submitting the work for review. The same requirement shall apply if there has been any change in the name or content of the representative work.

教師於送審前；其所送專門著作應逐篇經圖書館論文比對系統完成比對，並將其比對結果列印後裝訂於送審之代表作與每篇參考作前以供查閱；各系所於受理教師提出第一項之送審內容前，教師實際送審成果應於圖書館辦理公開陳列展示，期間至少一週，陳列期滿後始正式受理所提升等案件進行審查。

Before submission for review, each specialist publication submitted by the faculty member shall be checked individually using the library's thesis comparison system, and the comparison results shall be printed and bound before the representative work and each reference work submitted for review. Before each department or graduate institute accepts the materials for review specified in Paragraph 1, the faculty member's actual materials submitted for review shall be publicly displayed at the library for at least one week. The promotion case shall not be formally accepted for review until the exhibition period has expired.

第十條之一

以作品、成就證明或技術報告代替專門著作送審者，其條件如下：
Article 10-1
An applicant may submit his/her creative works, evidence of achievements, or technical reports instead of submitting copies of their academic writing if he/she falls under one of the following conditions:

一、教師在技術研發領域之學理或實作有創新、改進或延伸應用之具體研發成果者，得以技術報告送審。

A teacher who demonstrates innovation, improvement, or has an extended application of specific research and development results in the field of technology research and development theory or practice may submit technical reports for an teacher qualification review.

二、教師在教學實踐研究領域，透過課程設計、教材、教法、教具、科技媒體運用、評量工具運用等方式，採取適當之研究方法驗證成效之歷程，具有創新、改進或延伸應用之具體研究(發) 成果，於校內外推廣具有重要具體貢獻者，得以專門著作送審。符合下列各目條件者，得以技術報告送審；其中第一目及第二目條件得擇一為之，第三目之教學成果發表會，如由校內辦理時，得配合本校每學期教學傑出教師成果發表會時程，由送審人自行向教務處教學資源組提出發表申請。

In the field of teaching practice and research, a teacher who has adopted appropriate research methods to verify the effectiveness of the process through curriculum design, teaching materials, teaching methods, teaching aids, applications of scientific and technological media, and the use of assessment tools with specific research (development) results of innovation, improvement, or extended application, and who has made significant and concrete contributions to the promotion of teaching on and off campus, may submit specialist publications for an teacher qualification review. The teacher may submit a technical report for review if it meets the following conditions, from among which the teacher may select one of the conditions referred to in items 1 and 2. If the education conference referred to in paragraph 3 is managed on campus, the applicant may file a release application to the education resources section of the Office of Academic Affairs in accordance with the outstanding teacher conference schedule of each semester.

(一)送審前三學年中至少有二年教師定期成效評估中教學原始總成績必須在該系所排名前百分之五十。

The total original score of the periodical assessment of the candidate is ranked in the first 50% for at least two out of three academic years.

(二)曾獲本校「教學傑出教師」或「輔導服務傑出教師」獎勵。

The candidate has been awarded "outstanding teacher" or "outstanding supervisor" status.

(三)至少三次之教學成果發表，每次繳交下列二種數位電子檔案，並融入技術報告書面格式內容，送交外審委員審查。

The candidate has published educational achievements on at least three occasions. The following two e-files must be submitted documenting each occasion with the technical report in written format to external review members for review.

1. 教學成果發表影音檔：學期間教師辦理公開觀課影音檔或於校級單位辦理教學成果發表會之影音檔，以一堂課(場次)五十分鐘為原則，且不得剪接，並燒錄成光碟。

   An audiovisual file of an educational achievement conference: an audiovisual file of a public classroom observation conducted by the faculty member or an audiovisual file of an educational achievement conference managed at university

level during the semester. The video should generally be one class (session) lasting 50 minutes, unedited, and submitted in disc format.

2. 教學歷程檔案：為上述教學成果影音內容課程科目之教學設計（含目標、教學方法與策略、評量方式等）、學生學習成果分析、或教學成果發表會之相關成果與回饋、教師教學之省思等文件內容。(本教學歷程檔案亦得以A4 紙張規格大小印刷裝訂成冊繳交。)

   Education history file: a video of the educational design of the preceding subject and educational achievements (including goals, educational methods and strategies, assessment methods, etc.), an analysis of student learning results, or education achievement conference related results and feedback, and a reflection of such content (this file may also be submitted as a bound A4-size book).

三、教師在文藝創作展演領域，有獨特及持續性作品並有重要具體之貢獻者，得以作品及成就證明，並附創作或展演報告送審；其範圍包括音樂、戲曲、戲劇、劇場藝術、舞蹈、民俗技藝、音像藝術、視覺藝術、新媒體藝術、設計及其他藝術類科。

A teacher working in the field of cultural and artistic creation or exhibitions who has produced unique work(s) on a regular basis and made a major and substantive contributions to his/her field may submit creative works and evidence of achievement in their field, and may also submit reports regarding their creative work(s) or performance(s) for an teacher qualification review. The disciplines in this category include music, opera, theater, theater arts, dance, folk arts, audio-visual arts, visual arts, new media arts, design, and other art disciplines.

四、教師在體育競賽領域，本人或受其指導之運動員參加重要國內外運動賽會，獲有名次者，該教師得以成就證明，並附競賽實務報告送審附競賽實務報告送審。

A teacher working in the field of competitive sports or who has coached any athlete(s) who have participated in a major domestic and/or international sports tournament(s) and placed in the competition may submit evidence of that education-related achievement with a competition-related report for an teacher qualification review.

前項各款之審查基準，悉分別依專科以上學校教師資格審定辦法附表一至附表四之規定辦理。

The scope and criteria for evaluating submitted materials are set out in Attachments 1 to 4 of the Regulations Governing the Accreditation of Teachers' Qualifications at Junior Colleges and Institutions of Higher Education.

以作品、成就證明或技術報告送審合格者，應將其公開出版發行。但涉及機密、申請專利或依法不得公開，經各級教評會認定者，得不予公開出版或於一定期間內不予公開出版。

An applicant who submits works, evidence of achievements, or technical reports for an teacher qualification review and their accreditation qualifies shall publish their academic work. The work in question shall not be published or shall be postponed from publication for a prescribed period should it contain confidential information, information pertaining to a patent application, or information that the law does not permit to be disclosed, and such fact is verified by Evaluation Committees at all levels.

教師依前條專門著作、作品、成就證明或技術報告送審教師資格者，皆須達一定標準始得受理送外審查。該審查標準由校教師評審委員會訂定及校務會議審議通過後陳請校長核定後實施；各學院並得依校訂標準擬定更嚴謹之規範，經校教師評審委員會審議通過，校長核定後實施。

Specialist publications, works, evidence of achievements, or technical reports submitted for teacher qualification review in accordance with the preceding article shall not be accepted for external review unless they meet the prescribed standards. Such review standards shall be established by the Faculty Evaluation Committee and

implemented following approval by the University Council and the President. Each college may establish stricter regulations based on the standards prescribed by the University, subject to approval by the Faculty Evaluation Committee and the President.

第十一條

本校教師以專門著作或以作品、成就證明或技術報告申請升等審查，分系審、院審、校審三級；其審查程序如下：

Article 11.

Applications for promotion review filed by teachers with specialist publications, creative works, evidence of achievements, or technical reports shall be reviewed at all department, college, and university levels following the below procedures:

一、系所教評會審議：

Review by the Department Faculty Evaluation Committee:

(一)研究績效形式審查：由系所教評會召集人就該教評會中指定一位委員協同系辦專責人員進行送審人著作(成果)之形式審查(包含：篇數、出版版權、年份、格式等)，審查結果須修正之部分，應請送審人即時修正，倘送審人藉故推詞不予修正者，應即將其資料全數退回不予受理。經審查通過者，始提系所教評會審議。

Formal evaluation of research performance: the convener of the Department Faculty Evaluation Committee shall appoint one member of the Committee to cooperate with dedicated personnel of the department to conduct a formal examination of the writing (or results) of the applicant (including number, copyright, year, format, etc.). Any parts to be corrected after review shall be delivered to the applicant for immediate correction. If the applicant fails to make corrections without reason, all his/her documents shall be returned. Writings may only be submitted to the Department Faculty Evaluation Committee following approval at review stage.

(二)教學、服務及輔導成績審議：系所教評會就送審人教學、服務及輔導成績依第九條第三項之規定進行審議評核計分，其加總後平均成績未達八十分以上者，為不合格，即應做成不通過升等之決議，並將其審議結果附具理由以校函通知送審人。

Teaching, Service, and Counseling Performance Review: The Department Faculty Evaluation Committee shall review, assess, and score the applicant's Teaching, Service, and Counseling performance in accordance with Paragraph 3 of Article 9. If the average of the total scores is less than 80, the applicant shall be deemed to have failed the review, and a resolution denying the promotion shall be adopted. The applicant shall be notified of the review results and the reasons therefor by official letter of the University.

(三)擬定外審委員名單：系所教評會自外審委員資料庫就送審人研究成果之學術專長領域，以隨機排序選定實際送外審查委員至少二十五位且至多五十位之建議名單，並由系所教評會召集人密陳學院教評會召集人。

Preparation of the list of external reviewers: The Department Faculty Evaluation Committee shall prepare, from the external reviewer database, a recommended list of no fewer than 25 and no more than 50 reviewers with academic expertise relevant to the applicant's research accomplishments, in random order. The convener of the Department Faculty Evaluation Committee shall submit the list in strict confidentiality to the convener of the College Faculty Evaluation Committee.

(四)系所教評會依上開程序審議通過之送審人個案，送學院教評會辦理初審。

The Department Faculty Evaluation Committee shall follow the review procedures above and submit the applicant's case to the College Faculty Evaluation Committee for a preliminary review.

二、學院教評會初審：

Preliminary Review by the College Faculty Evaluation Committee:

(一) 研究績效形式審查：由學院教評會召集人就該教評會中指定一位委員協同院辦專責人員進行送審人著作(成果)之形式審查(包含：篇數、出版版權、年份、格式等)，審查結果如有與法令規定不符之疑義，應退還系所教評會究明原因後再送學院辦理。經審查通過者，始進行校外實質外審。

Formal evaluation of research performance: The convener of the College Faculty Evaluation Committee shall appoint one member of the Committee to cooperate with the designated personnel of the College Office to conduct a formal examination of the writing (or results) of the applicant (including number, copyright, year, format, etc.). If there is any doubt that the review is inconsistent with the regulations, the case shall be returned to the Department Faculty Evaluation Committee to investigate before re-submission to the college. The substantive external review shall be conducted after passing the formal examination.

(二) 校外實質審查：外審審查內容包含第九條第一項第二款各目所列之整體研發成果及實際送審成果，由學院將其移請教務處辦理校外實質審查，程序如下：

Substantive external review: the content of the external review includes the overall research and actual review results set forth in all items of subparagraph 2 of paragraph 1 of Article 9 transferred by the college to the Office of Academic Affairs for handling substantive external review procedures as follows:

1. 學院教評會將系所教評會擬具之外審委員建議名單提入學院教評會審議，學院教評會得自外審委員建議名單中，以隨機排序選定二十五位至三十位外審委員名單後，由學院教評會召集人與校教評會召集人共同就學院教評會建議之外審委員名單中以隨機排序後，交教務處依序密送五位外審委員進行審查，送外審查時應記載與外審委員之聯繫情形，於外審作業結束後陳報所屬主管，再以可稽核之方式妥善保存。

   The College Faculty Evaluation Committee shall deliberate the list of recommended external reviewers prepared by the Department Faculty Evaluation Committee. From this list, the College Faculty Evaluation Committee may select 25–30 external reviewers in random order to form a recommended list of external reviewers. The convener of the College Faculty Evaluation Committee and the convener of the University Faculty Evaluation Committee shall then jointly arrange the external reviewers recommended by the College Faculty Evaluation Committee in random order. The finalized list shall be submitted to the Office of Academic Affairs, which will confidentially forward the review materials, in order, to five external reviewers for evaluation. When the materials have been submitted for external review, communications with external reviewers shall be documented. Upon completion of the external review process, such records shall be reported to the competent supervisor and properly retained for future audit.

2. 研究績效形式審查：教務處將送審人之實際送審成果送人事室進行著作(成果)之形式審查(包含：篇數、出版版權、年份、格式等)，審查結果如有與法令規定不符之疑義，應退還學院究明原因後再送人事室辦理。經審查通過者，始得送校外專家學者進行審查。

   Formal evaluation of research performance: the Office of Academic Affairs shall submit the actual review results to the Office of Personnel for a formal

examination of writing (or results) (including number, copyright, year, format etc.). If there is any doubt that the review is inconsistent with the regulations, the case shall be returned to college to investigate before re-submission to the Office of Personnel. The external expert and scholar review shall be conducted after passing the formal examination.

3. 所獲外審結果，併同送審人審查資料再由教務處移還學院辦理後續作業。
   The Office of Academic Affairs shall then transfer the external review results to the college for subsequent handling.

(三) 辦理前目送審人之外審作業結果：實際送審成果，經學院教評會釐清排除第十一條之一適用之規定後，以四位外審委員評定達七十分以上為合格，否則為不合格。
Results of the external review of the applicant referred to in the preceding item: After the College Faculty Evaluation Committee has clarified that the provisions of Article 11-1 are not applicable to the actual materials submitted for review, the applicant shall be deemed to have passed if the actual materials submitted for review are rated 70 points or above by four external reviewers; otherwise, the applicant shall be deemed to have failed.

(四) 教學、研究、服務及輔導績效總評：
General Assessment of Teaching, Research, Service, and Counseling Performance:

1. 依第九條第四項所規定之比率計算送審人整體教學、研究、服務及輔導績效後，低於七十分者為不合格。
   The applicant's overall Teaching, Research, Service, and Counseling performance shall be calculated according to the weighting ratios prescribed in Paragraph 4 of Article 9. An overall score of less than 70 shall be deemed a failure.
2. 依第三目或第四目之一規定為不合格者，應做成不通過升等之決議，並將其審議結果附具理由以校函通知送審人。
   Where the applicant is deemed to have failed pursuant to Item 3 or Item 4, a resolution denying the promotion shall be adopted, and the applicant shall be notified of the review results and the reasons therefor by official letter of the University.

(五) 經學院教評會審議通過之送審人資料送人事室續提校教評會複審。
The materials of applicants approved by the College Faculty Evaluation Committee shall be submitted to the Office of Personnel for subsequent secondary review by the University Faculty Evaluation Committee.

三、校教評會複審：
Secondary Review of the University Faculty Evaluation Committee:

(一)校教評會就送審人實際送審成果之外審委員審查意見再予審視，並應尊重審查人就送審著作之專業審查意見，除有第十一條之一第一項各款規定疑義須移還學院教評會再予究明釐清外，應尊重其判斷，不得僅以投票方式推翻外審結果。
The University Faculty Evaluation Committee shall review the opinions of the external reviewers of the actual review results of the applicant and respect the professional review opinions of reviewers of the writing submitted. Except for results to be returned to the College Faculty Evaluation Committee for investigation and clarification in accordance with the subparagraphs of Paragraph 1 of Article 11-1, the University Faculty Evaluation Committee shall respect the judgment without overruling the results of the external review.

(二)請頒教師證書：經校教評會審議通過，由人事室陳請校長核定後，報請教育部審

定教師資格，請頒教師證書。

Request for the issuance of a teacher certificate: Following approval by the University Faculty Evaluation Committee, the Office of Personnel shall submit the case to the President for approval and then to the Ministry of Education for accreditation of the teacher's qualifications and issuance of a teacher certificate.

前項第二款第二目、第三目與第九條第一項第二款第一目有關教師升等研究績效整體研發成果評核項目由研究發展處訂定，經校教評會審議通過陳請校長核定後實施。

The Office of Research and Development shall establish the evaluation items for the overall research and development results regarding teacher promotion in accordance with Item 2 and Item 3 of Subparagraph 2 of the preceding paragraph and Item 1 of Subparagraph 2, Paragraph 1 of Article 9. Such items shall be implemented following approval by the University Faculty Evaluation Committee and approval by the President.

第十一條之一

學院教評會於教師資格審查程序中，發現外審意見有疑義者，應依下列規定處理：

Article 11-1

the College Faculty Evaluation Committee finds any doubts concerning the external review comments during the teacher qualification review process, the following provisions shall apply:

一、分數或評語有誤寫、誤算或其他類此之顯然錯誤：送原審查人釐清後，由院教評會認定。

Misspellings, miscalculations, or other obvious errors in scores or comments: the Faculty Evaluation Committee shall confirm such errors after sending them to the original reviewer for clarification.

二、分數與評語矛盾、涉及研究方法與研究內容，或有其他足以動搖該專業審查可信度與正確性之疑義：組成專業審查小組審查後，送原審查人釐清，並由專業審查小組及學院教評會認定。

Contradictions between scores and comments, research methods and content, or other doubts that may affect the credibility and accuracy of the professional review: after a professional review team has been formed, the relevant notes shall be sent to the original reviewer for clarification and shall be validated by the professional review team and the College Faculty Evaluation Committee.

前項第二款專業審查小組，應視其個案由送審著作專業領域具有充分專業能力之學者專家五至七人組成。經學院教評會自外審委員資料庫中排除學院選定之外審委員建議名單後產生，簽請校長核定組成。開議時，由學院教評會召集人召集開會並列席會議，主席由小組成員中互推一人擔任。如依前開程序無法產生足額之小組成員時，由系所教評會排除原選定之外審委員建議名單後，另行推薦校外學者專家至少七人，經學院教評會選定後簽請校長核定組成。

The professional review team referred to in Subparagraph 2 of the preceding paragraph, depending on the individual case, shall consist of five to seven scholars and experts with sufficient professional expertise in the specialized field of the work submitted for review. Team members shall be selected by the College Faculty Evaluation Committee from the external reviewer database, excluding those selected by the College Faculty Evaluation Committee as recommended external reviewers, and the composition of the team shall be submitted to the President for approval. When the team convenes, the convener of the College Faculty Evaluation Committee shall convene and attend the meeting, and a chairperson shall be elected from among the team members. If a sufficient number of team members cannot be selected in accordance with the foregoing procedures, the Department Faculty Evaluation Committee shall, after excluding the originally selected recommended external

reviewers, separately recommend at least seven external scholars and experts. The team members shall then be selected by the College Faculty Evaluation Committee and submitted to the President for approval.

第一項外審意見符合下列規定者，學院教評會應列舉明確之具體理由後剔除之，並依剔除之份數加送足額之學者專家審查：

If the external review opinions referred to in Paragraph 1 meet any of the following conditions, the College Faculty Evaluation Committee shall exclude such opinions after specifying clear and specific reasons, and shall submit the case to an additional number of scholars and experts for review corresponding to the number of opinions excluded:

一、第一項第一款疑義經學院教評會認定後，確有分數或評語有誤寫、誤算或其他類此之顯然錯誤之情事。

The doubt referred to in Subparagraph 1 of Paragraph 1 has been verified by the College Faculty Evaluation Committee, and there is indeed a misspelling, miscalculation, or other similar obvious error in the scores or comments.

二、第一項第二款疑義經專業審查小組及學院教評會認定後，確有專業學術依據之具體理由，動搖該專業審查可信度與正確性之情事。

After the doubt referred to in Subparagraph 2 of Paragraph 1 has been reviewed by the professional review team and the College Faculty Evaluation Committee, there are specific reasons supported by professional academic grounds that undermine the credibility and accuracy of the professional review.

教評會於同一教師資格審查案件，依前項第二款規定剔除外審意見，以一次為限。

In the same teacher qualification review case, the Teacher Evaluation Committee or the Ministry shall, in accordance with the provisions of paragraph 2 of the previous paragraph, exclude the opinion of the external examiner one time only.

第十二條

經學校薦送進修教師於取得學位證明（畢業證書或臨時證明書），並實際返校開始授課後，得以其所獲得之學位提出升等，其程序比照第十一條之規定。但第十一條第一項第二款第二目規定之校外實質審查程序；其整體研發成果及實際送審成果經學院教評會召集人與系所教評會召集人共同就系所教評會建議之外審委員名單中予以排序後，由學院依序密送五位外審委員進行審查。

Article 12.

After a teacher recommended by the University for further study has obtained proof of the degree (a diploma or provisional certificate) and has actually returned to the University and commenced teaching, the teacher may apply for promotion based on the degree obtained, in accordance with the procedures set forth in Article 11. However, for the substantive external review procedure prescribed in Item 2, Subparagraph 2, Paragraph 1 of Article 11, the convener of the College Faculty Evaluation Committee and the convener of the Department Faculty Evaluation Committee shall jointly arrange in order the external reviewers from the list recommended by the Department Faculty Evaluation Committee, after which the College shall confidentially submit the overall research and development results and actual materials submitted for review, in sequence, to five external reviewers for review.

校教評會於每年十二月、四月、六月、十月之開議會期中審查前項學位升等案件， 各學院應依校教評會開議時程自行規範所屬系所辦理送審人學位論文外審作業之收件時程。

The University Faculty Evaluation Committee reviews the degree-based promotion cases referred to in the preceding paragraph during its meeting sessions held in December, April, June, and October each year. All colleges shall stipulate the timeline for the external review of applicants' degree theses based on the meeting schedule of the University Faculty Evaluation

Committee.

第十三條
教育人員任用條例修正施行前（八十六年三月二十一日）已取得講師、助教證書之現職專任講師、助教(以下簡稱舊制人員)，如繼續任教而未中斷，得逕依原升等辦法送審，不受大學法第二十九條之限制，惟專門著作或學位論文送審之程序，應依第九條、第十條、第十條之一、第十一條、第十二條等規定辦理。
Article 13.
A full-time lecturer or assistant teacher ("personnel under the old system") who has acquired a certificate as a lecturer or assistant teacher before the implementation of the amendment to the Act Governing the Appointment of Educators (March 21, 1997) may directly submit a case for review in accordance with the original promotion regulations if he/she has continued teaching without interruption and if he/she is not subject to the restriction set forth in Article 29 of the University Act. However, the procedures for submitting specialist publications or degree theses shall be managed in accordance with Article 10, Article 10-1, and Article 12 of these regulations.
前項所規定之助教若取得碩士學位後，其所屬單位應鼓勵並優先薦送繼續進修取得博士學位後始得辦理升等，並在不影響教學、服務等原則下，得不受本校教師講學研究進修處理要點第六點有關進修名額之限制。
After an assistant teacher as stipulated in the preceding paragraph acquires a master's degree, his/her unit shall encourage and recommend as a priority his/her continued studying for a PhD before submitting a case for promotion. In addition, to the extent teaching and services remain unaffected, the restriction on the number of teachers permitted to pursue further study as stipulated in Item 6 of the Directions for Handling Teachers' Lecturing, Research, and Further Study shall not apply.
前項助教依第一項規定提出升等時，有關第九條與第十一條所規定之教學、輔導與服務成績計算及審議，得以協助推動教學與服務之績效代替；其協助教學與服務成績考核要點另定，經校教評會審議通過，校長核定後實施。
Should an assistant teacher referred to in the preceding paragraph apply for promotion in accordance with Paragraph 1, the calculation and review of Teaching, Service, and Counseling performance scores as stipulated in Articles 9 and 11 may be replaced by the performance of assisting in the promotion of teaching and service. The directions for the assessment of such teaching and service performance shall be separately established and implemented following approval by the University Faculty Evaluation Committee and approval by the President.
舊制人員如依第一項規定採原升等辦法以學位文憑送審副教授資格，仍須符合教育人員任用條例修正分級後所規定副教授應有之資格條件。如以副教授送審(含形式審查與實質實查)結果未獲通過，得再以助理教授職級送審。
If personnel under the old system applies for the qualification of associate professor based on his/her diploma in accordance with paragraph 1, he/she must still meet the qualifications of associate professor as stipulated in the amended Act Governing the Appointment of Educators. If the candidate does not qualify following review of his/her application for an associate professor post (including formal examination and substantive review), he/she may submit a case for review for an assistant professor post.

第十三條之一
依本辦法第四條之一及第十一條辦理完成教師資格審查之案件；其教師證書所列年資起算年月之核計方式，依專科以上學校教師資格審定辦法第四十三條規定起計。
Article 13-1
The starting month and year of seniority associated with the teacher's accreditation level

certificate for a teacher's qualification review completed in accordance with Article 4-1 and Article 11 herein shall be governed by Article 43 of the Regulations Governing the Accreditation of Teachers' Qualifications at Junior Colleges and Institutions of Higher Education.
有關本辦法第四條之一、第十一條、第十二條所訂教師資格審查時程及年資起算時間詳如附表一至附表三。
See attached Tables 1 to 3 for the review schedule of teacher's qualifications seniority starting time as specified in Article 4-1, Article 11, and Article 12.
送審人未依前項所定期程辦理升等者，除有不可歸責於當事人之事由，經系所教評會審議認定屬實，且不影響後續審查作業期程，並經簽奉核准者外，應予退件請其依期程提出申請。
If the applicant fails to manage the promotion according to the schedule set forth in the preceding paragraph for reasons not attributable to the applicant and it is confirmed by the Department Faculty Evaluation Committee that such failure shall not affect the subsequent approved review schedule, the application shall be rejected and filed again according to the schedule.

第十四條
民國九十五年八月一日起新聘之專任講師、助理教授須於來校任教後八年內，新聘之副教授須於來校任教後十年內升等(簡稱限期升等)。
Article 14.
Newly employed full-time lecturers and assistant professors from August 1, 2006 shall be promoted within eight years of teaching at the University, and newly employed associate professors shall be promoted within ten years of teaching at the University ("promotion time limit").
前項限期升等年限屆滿前有下列各款情形之一者，限期升等年限予以延長；於延長期間有下列各款情形之一者，亦同。
Where one of the following circumstances occurs before the expiration of the promotion time limit, the promotion time limit may be extended. Should one of the following circumstances occur during the extension period, the extension period may be extended again.
一、女性教師懷孕生產，或曾懷孕滿二十週以上流產，檢具相關證明文件足資證明者。
A teacher is pregnant or in labor, or has a miscarriage after 20 weeks of pregnancy (as evidenced by relevant certificates).
二、因延長病假、育嬰或侍親留職停薪，檢具相關證明文件足資證明者。
A teacher is on approved leave without pay and his/her position is retained due to sick leave, parental leave, or family leave (as evidenced by relevant certificates).
三、兼任行政主管職務檢具聘書並會辦人事室確認者。
A teacher also serves as an administrative officer and has a letter of appointment and confirmation of the Office of Personnel.
四、曾提出升等送審經本校通過報請教育部審定未獲通過者，或一0五年二月一日以後提出升等，依第十一條第一項第三款規定複審未獲通過；或一一二年二月一日以後提出升等，依第十一條第一項第二款規定未獲通過者，每次送審未獲通過，可延後續聘一次，至多三次。
A teacher has applied for a promotion which was rejected by the University after review, or applied for a promotion after February 1, 2016, which was rejected in accordance with subparagraph 3 of paragraph 1 of Article 11, or applied for a promotion after February 1, 2023, which was rejected in accordance with subparagraph 2 of paragraph 1 of Article 11. The renewal of the appointment may be extended upon each rejection up to three times in total.
前項各款延長限期升等年限之程序，經系所教評會認定，簽請校長核定後實施，每延長一次，配合續聘聘期一次二年。

The procedures for the extension of the promotion time limit shall be implemented following determination of the Department Faculty Evaluation Committee and approval of the President.

第十四條之一

未能於第十四條第一項所定期限內升等者，於聘期屆滿後，應由各學院組成輔導社群協助輔導並做成紀錄，以使其完成升等或為學校達成一定程度之貢獻。經輔導二次(配合續聘聘期，每次二年)仍未見成效者，由各級教評會審議通過，於該續聘聘期屆滿時，依大學法第十九條及教師法第十六條之規定予以不續聘。

Article 14-1

Each college shall organize a supervisory group for teachers who fail to be promoted within the promotion time limit specified in paragraph 1 of Article 14, and record actions taken to obtain a promotion or make a certain contribution to the University upon expiration of the appointment. If a promotion is not obtained after being assigned a supervisory group on two occasions (a term of two years in total), the appointment shall not be renewed following the Teacher Evaluation Committee's resolution in accordance with Article 19 of the University Act or Article 16 of the Teachers' Act.

前項所稱達成一定程度之貢獻內涵，得為自來校任職至接受輔導期間內教學、研究、輔導與服務、產學等各面向之全部或一部，並應符合本校 (系、院、校)之發展特色與需要。

The content of "a certain contribution to the University" referred to in the preceding paragraph may be from the perspective of teaching, research, supervision, service, industry or academic, in whole or in part, during the period from occupying the post at the University until being assigned to a supervisory group, and shall meet the development needs of the University (department, college and/or school).

第一項之輔導社群，由接受輔導教師所屬學院院長與院內系所中心室主任組成。由輔導社群訂定輔導方式、實施計畫，及達成一定程度貢獻之指標，經學院教評會與校教評會審議通過，校長核定後實施。

The supervisory group referred to in Paragraph 1 shall comprise the dean of the college in which the teacher works and the heads of the departments, centers, and offices within the college. The supervisory group shall establish supervision methods, an implementation plan, and indicators of a certain level of contribution to be achieved. Upon approval by the College Faculty Evaluation Committee and the University Faculty Evaluation Committee, and approval by the President, the plan shall be implemented.

曾獲得本校傑出教學教師或傑出輔導與服務教師者，得逕行簽請解除限期升等之管制，提各級教評會審議確定，校長核定後實施，免再由學院成立輔導社群，訂定實施計畫。

Teachers who have been awarded "outstanding teacher" or "outstanding supervision and service teacher" status may request relief of the promotion time limit from all Teacher Evaluation Committees following approval of the President without a supervisory group being assigned by the college to establish an implementation plan.

第十四條之二

前條之不續聘案，系所教評會應在聘期屆滿前二個月完成；各級教評會審議時，應依教師法之規定辦理，並審酌教師法第十六條第一項第二款「違反聘約情節重大」之實質內容；如經各級教評會審議後，尚不構成「情節重大」，應於聘期屆滿時續聘一次，並決議於聘期屆滿時仍未通過升等或達成貢獻者，自聘約期限屆滿日起不予續聘；且依第二十四條規定併同議決於續聘聘期中之適當處分或處置，經陳奉核定後實施。

Article 14-2

The Department Faculty Evaluation Committee shall complete the review of non-renewal cases, as stipulated in the preceding article, no later than two months prior to the expiration of the current appointment. Evaluation Committees at all levels shall conduct the review in

accordance with the Teachers' Act, and shall substantively consider the criteria under Article 16, Paragraph 1, Subparagraph 2 regarding a "serious violation of the appointment contract." If, upon review by all levels of Evaluation Committees, the case does not constitute a "serious violation," the faculty member shall be reappointed once upon the expiration of the current term. A resolution may be made that, if the faculty member fails to obtain a promotion or make the required contribution by the end of the renewed term, no further reappointment shall be granted after the expiration of that term. In accordance with Article 24, appropriate disciplinary actions or dispositions to be applied during the renewed appointment period shall be resolved simultaneously and implemented upon approval.

教師依前項規定獲續聘者，學院仍應啟動輔導社群，以協助其達成升等或貢獻；各級教評會亦應依前項規定辦理教師於聘期屆滿時未達成限期升等或貢獻不續聘案之審議；經各級教評會審酌其「違反聘約情節重大」等實質內容後，通過其不續聘案時，則依第七條第一項規定辦理。

The college shall still organize a supervisory group to assist teachers whose contracts are renewed with promotions or contributions in accordance with the preceding paragraph. Evaluation Committees at levels shall also manage reviews for discontinuation of appointment should teachers fail to meet the promotion time limit or make a contribution upon expiration of the appointment in accordance with the preceding paragraph. If Evaluation Committees at all levels pass a resolution for the discontinuation of appointment after considering a "material violation of appointment contract", paragraph 1 of Article 7 shall govern.

教師依前條規定於輔導社群輔導期間，或依前二項規定獲續聘期間內，有第十四條第一項但書所定各款事由者，仍得再申請延長，經各級教評會審議通過，校長核定後實施，每延長一次，配合續聘聘期一次二年。但再依第十四條第一項第四款情事申請者，以於第十四條申請延長中次數未用罄者為限。

Teachers who fall under any of the circumstances specified in the provisions of paragraph 1 of Article 14 may apply for an extension following resolution of Evaluation Committees at all levels and approval of the President. Each extension is two years in accordance with the term of appointment. However, should an application be filed due to any of the circumstances set forth in subparagraph 4 of paragraph 1 of Article 14, it shall be subject to the remaining extensions permissible as stipulated in Article 14.

因未能限期升等或達成一定程度貢獻審議不續聘案時，其情節經審酌以資遣為宜者，應依教師法第二十七條規定辦理。

If an appointment of a teacher is discontinued due to failure to obtain a promotion within the promotion time limit or make a certain contribution following review and the teacher is dismissed with severance, Article 27 of the Teachers' Act shall govern.

第十五條(刪除)

Article 15. (deleted)

第十六條

教師升等之有關資料經提出後，不得撤回；但未具有本辦法第四章情事，且其研究成果尚未送校外實質審查前，經簽奉核准者，不在此限。經撤回之案件，自核定之日起，再提申請時，仍應依第十三條之一規定之時程辦理。

Article 16.

After the resolution of a teacher's promotion is proposed, the application may not be revoked except if it has been approved before his/her research results are delivered for substantive external review. Another application since the date of initial approval shall be managed according to the schedule stipulated in Article 13-1.

第十七條

學校依本辦法第四條之一或第十一條之規定辦理聘任或升等之校外實質審查過程中，對任何一位外審委員審查意見，有文字載明或勾選下列各款情事之一時，經送請學院教評會召集人審閱後密請送審人提出書面答辨說明，再交辦理外審單位送原外審委員再審查，如仍維持原審查意見，應再送交其他原審查委員交互確認後，如仍涉及第四款情事，續依第二十二條第四款第一目規定辦理；如無涉及前開情事，再提學院教評會依規定辦理。

Article 17.

Should one of the following situations occur concerning the opinion of any external reviewer in the substantive external review process for an appointment or promotion conducted in accordance with Article 4-1 or Article 11, and if the original review opinion is sustained after the convener of the College Faculty Evaluation Committee asks the applicant to provide a written defense following review and delivers such defense to the original external reviewer for a secondary review, it shall be submitted to the other original reviewers for cross-examination. If the circumstances specified in Subparagraph 4 still apply, the matter shall continue to be handled in accordance with Item 1, Subparagraph 4 of Article 22; if none of the foregoing circumstances apply, the matter shall be submitted to the College Faculty Evaluation Committee for handling in accordance with the applicable provisions.

(一)依第十條第一項第一款規定，其專門著作以整理、增刪、組合或編排他人著作而成之編著或其他非研究成果著作送審。

According to subparagraph 1 of paragraph 1 of Article 10, the work submitted for teacher qualification review is produced by rearranging, adding to, deleting, compiling, and/or otherwise editing the work(s) or other non-research results of any other person(s).

(二)依第十條第三項第二款規定，代表著作屬學位論文之全部或一部，曾送審且無一定程度之創新。

According to subparagraph 2 of paragraph 3 of Article 10, the representative work constitutes all or part of a degree thesis or dissertation that has been submitted for review without a considerable degree of further content.

(三)所送專門著作經指出係發表於掠奪性期刊或研討會，有違反第十條第二項規定之虞者。

Academic writing is published in a renowned journal or seminar which has concerns about violation of paragraph 2 of Article 10.

(四)有第二十條第一項第一款至第四款等違反送審教師資格情事之一者。

One of the situations violating the qualification of the teacher under review set forth in subparagraphs 1 to 4 of Article 20.

各級教評會辦理教師升等評審時，應根據當事人所提資料做嚴謹查核，原則上，應尊重外審之專業認定，如有認定疑義，應讓當事人有提出書面或口頭答辯之機會，對不同意升等之決定，應具體敘明理由書面告知當事人。

Evaluation Committees at all levels shall manage the teacher qualification review strictly based on the data provided by the parties. In general, such Committees shall respect the professional accreditation of the external review. In case of any doubt about accreditation, the parties shall have opportunity to provide a written or oral defense. Should a promotion be denied, the reasons therefor shall be provided in writing to the parties.

第十八條

教師對教評會有關其個人升等案之審查，認為違法或不當，致損害其權益者，得於接獲學校函發公文書之次日起三十日內，依本校教師申覆處理要點提出申覆，或逕依本校教師申訴評議委員會組織及評議要點規定提出申訴，或向教育部訴願審議委員會提起訴願，並依各該相關救濟程序擇一辦理之。

Article 18.

An applicant who considers that the review of his/her promotion case is illegal or improper

resulting in the impairment of his/her rights may file a complaint requesting a secondary review in accordance with the Directions for Handling Teachers' Appeals, the Directions for the Organization and Deliberation of Faculty Appeals, or file a petition to the Appeal Review Committee of the Ministry of Education within 30 days from the day following receipt of the letter issued by the University and follow relief procedures stipulated therein.

第十八條之一
對於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，仍不辦理者，經同一教師申訴受理機關或救濟機關再判定違法者，得由高一級之教評會自案件應重行辦理階段，依規定續行辦理。
Article 18-1
If a teacher files an appeal with the appeal handling or other body to remedy the situation and the institution is asked to handle the case in accordance with the provisions of the relevant regulations but does not do so, should the same appeal handling or remedy body that received the teacher's appeal determine that the institution is acting in violation of the law, a higher level teacher Evaluation Committee may re-conduct the review procedures in accordance with the regulations from the stage the review procedures should be re-opened.
學校教師同一案件經同一教師申訴受理機關或救濟機關判定違法達二次以上者，該教師得向教育部申請代審。
If a particular teacher at an institution has filed two or more appeals regarding the same case, and the appeal handling or remedy body determines each time that the institution is acting in violation of the law, the teacher may apply to the Ministry of Education for an external review.

第十九條
教師申請升等所繳送之有關資料，除學經歷證件於審查後發還外，其餘概不發還。經本校各級教評會審查合格，並由教育部審定核發教師證書之聘任、升等案件；其當事人之送審著作無第十條之一第三項但書規定情形者，應由人事室送至本校圖書館公開、保管。
Article 19.
Information submitted for teacher promotion application shall not be returned, except for certificates of academic qualifications and professional experience, which shall be returned after review. In cases of promotion or appointment that have been approved by the Faculty Evaluation Committees at all levels of the University and accredited by the Ministry of Education with the issuance of a teacher’s certificate, the submitted works shall be transferred by the Office of Personnel to the University Library for public access and safekeeping, unless they fall under the proviso of Paragraph 3, Article 10-1.

第四章 違反送審教師資格規定程序
Chapter 4 Violations of teacher qualification review procedures

第二十條
受理教師資格審查案件期間，遭檢舉或發現送審人涉及下列情事之一，依國立勤益科技大學學術倫理案件處要點(以下簡稱學倫處理要點)規定，由學術研究倫理委員會(以下簡稱學倫會)審議屬實做成懲處建議，並經各級教評會審議懲處結果確定者;其資格審定不合格，認定情形及懲處結果報教育部備查後，自校教評會審議決定之日起，依各款所定期間，不受理其教師資格審定之申請；不受理期間為五年以上者，同時副知各大專校院：
Article 20.
During the teacher qualification review process, if a complaint is filed or it is discovered that the applicant falls under any of the following circumstances, the matter shall be handled in

accordance with the National Chin-Yi University of Technology Guidelines for Handling Academic Ethics Cases (the "Academic Research Ethics Guidelines"). The Academic Research Ethics Committee (the "Ethics Committee") shall review the matter and, if the violation is confirmed, make a recommendation for disciplinary action. Once the disciplinary action is reviewed and finalized by the Faculty Evaluation Committees at all levels, the applicant's teacher qualification review shall be deemed unsuccessful. The findings and disciplinary decision shall be reported to the Ministry of Education for record. Starting from the date on which the University Faculty Evaluation Committee renders its decision, the applicant shall be barred from submitting applications for teacher qualification review for the period prescribed under each applicable subparagraph. If the period of ineligibility is five years or more, the University shall also notify all universities and colleges accordingly.

一、教師資格審查履歷表、合著人證明登載不實、代表作未確實填載為合著及繳交合著人證明、未適當引註、未註明而重複發表、未註明其部分內容為已發表之成果或著作或其他違反學術倫理情事者：一年至五年。

If the Resume Form for Teachers' Qualification Review or any co-author's certification contains false information, if representative work has not been truthfully documented as being co-authored and a co-author's certification from each co-author is not submitted, if there are inappropriate citations, if materials have been republished without having been indicated and authorized, if no indication is given that the content includes already issued results or writing, or if any other matter constitutes a violation of academic ethics: from one to five years.

二、著作、作品、展演及技術報告有抄襲、造假、變造或舞弊情事：五年至七年。

The writing, creative works, performances, and/or technical reports contain plagiarized components, false material, altered material, or constitute fraud: from five to seven years.

三、經歷證件、成就證明、專門著作已為刊物接受將定期發表之證明、合著人證明為偽造、變造、以違法或不當手段影響論文之審查：七年至十年。

Forging or altering academic credentials, achievement certificates, proofs of specialist publications accepted for regular publication, or co-author certifications, or using unlawful or improper means to influence the review of a thesis or dissertation: seven (7) to ten (10) years.

四、送審人或經由他人有請託、關說、利誘、威脅或其他干擾審查人或審查程序情節嚴重：一年至二年。但於受理教師資格審查案件期間，發現送審人有本款情事，並經各級教評會審議屬實，自通知日起二年內不受理其教師資格之申請。

If an applicant either personally or through another person makes any requests or lobbies on the applicant's behalf, offers any bribe or enticement, makes any threat, or in any other way interferes with any reviewer or teacher qualification review procedure and the circumstances are serious: from one to two years. However, if, during the processing of a teacher qualification review case, the applicant is found to have engaged in any of the circumstances specified in this subparagraph, and such circumstances are confirmed by the Faculty Evaluation Committees at all levels, no application for teacher qualification from the applicant shall be accepted for two years from the date of notification.

送審人同時涉有前項二種以上情事者，依各該不受理期間規定中最高期間之規定論處；書面通知送審人(被檢舉人)之懲處決定不因其提出申訴或行政訴訟而暫緩執行。

If the applicant is involved in two or more of the circumstances of paragraph 1 at the

same time, they will be subject to the longest term of suspension from submitting another application in each case. Written notice of the decision and punishment shall be issued to the applicant (the person being reported) regardless of whether an appeal or administrative litigation is filed by the applicant.

對於具名及具體指陳違反第一項各款規定之檢舉或發現，應即進入校內處理程序，並以保密方式為之，避免檢舉人及送審人曝光；對於未具名而具體指陳違反送審教師資格規定之情形，得比照辦理。

The handling of any reports or findings in violation of the subparagraphs in paragraph 1 containing a statement with a real name shall be initiated by the University immediately and confidentially to avoid exposure of the informant and applicant. An anonymous statement indicating the violation of teacher qualification review procedures may be managed referring to the same measures.

前項檢舉人應具身分證明文件字號、服務或就學之單位與職稱、住居所及聯絡電話，並具體指陳對象、內容及檢附證據資料。委任代理人代為申請調查者，應檢附委任書，並載明其姓名、身分證明文件字號、住居所、聯絡電話。

The preceding informant shall provide his/her ID number, unit, title of position or study, residence and contact telephone number, and details of the party he/she is reporting, content affected, and evidence. If appointing an agent to investigate on the person's behalf, power of attorney with name, ID number, residence, and contact telephone shall be enclosed.

經審定合格已發給證書者，如發現送審人有第一款至第四款所列情事，經各級教評會審議確定，其認定情形及懲處結果報教育部同意備查者，除執行第一項之懲處結果外，將撤銷該等級起之教師資格及追繳其教師證書，並依教育部備查之核定期間，不受理其教師資格審定之申請。

If, following teacher qualification review, a teacher is found to have been involved in any one of the circumstances referred to in paragraphs 1 to 4, and the case has been confirmed by Evaluation Committees at all levels and reported to the Ministry of Education, his/her accreditation level certificate shall be revoked, he/she shall be subject to disciplinary action, and may not apply for an teacher qualification review for the period stipulated in the previous Article.

第一項各款所定態樣之定義，及各款不受理教師資格審查期間之裁量原則，依專科以上學校違反送審教師資格規定處理原則第三點、第四點規定辦理。

The definitions of the circumstances specified in the subparagraphs of Paragraph 1 and the principles governing the determination of the period during which teacher qualification review applications shall not be accepted under each subparagraph shall be handled in accordance with Points 3 and 4 of the Principles for Handling Violations of Regulations Governing the Submission of Teacher Qualifications for Review at Junior Colleges and Institutions of Higher Education.

第二十一條

送審人之代表作經審議認定有未適當引註、未註明而重複發表、未註明其部分內容為已發表之成果或著作、抄襲、造假、變造、舞弊、以違法或不當手段影響論文之審查或其他違反學術倫理情事之一，且符合下列各款規定者，免依前條規定為不受理其教師資格審定申請之處

分：
Article 21.
If the applicant's representative work is found to have been submitted without proper citation, duplicated without notation that all or part of its contents is a published work or publication, or is the product of plagiarism, forgery, falsification, or fraud, or the applicant is found to have improperly influenced the review of work by illegal or improper means, or any other violation of academic ethics, and falls under one of the following circumstances, the applicant shall be exempted from the prohibition of applying for accreditation as a teacher in accordance with the provisions of the preceding two Articles:

一、送審著作所涉情事非屬送審人之貢獻部分，且其貢獻部分應可供查對，並於送審前表明。

The work submitted for accreditation involves matters that are not part of the applicant's contribution, and the part of the contribution should be available for inspection and indicated before submission for accreditation.

二、經專業同儕調查認定，送審著作所涉情事部分非送審人所屬之學術專業領域。

Through professional peer investigation, it was determined that the subject matter of the submitted work was not part of the applicant's academic field of expertise.

三、經專業同儕調查認定，送審人非送審著作之重要作者或計畫主持人。

Through professional peer investigation, it is determined that the applicant is not a significant author or project leader of the submitted work.

送審人之參考作經認定有前項序文所定情事之一，且符合前項第一款及第二款規定者，免依前條規定為不受理其教師資格審定申請之處分。

If the applicant's reference work falls under one of the circumstances specified in the previous paragraph and meets the requirements of the previous paragraphs 1 and 2, the applicant shall be exempted from the prohibition of applying for accreditation as a teacher in accordance with the preceding Article.

送審人之參考作經認定有第一項序文所定情事之一，且符合第一項各款規定者，得於排除該參考作後，依下列規定辦理：

If the applicant's reference work falls under one of the circumstances specified in the first paragraph and meets the provisions of the subparagraphs of paragraph 1, the following provisions may be followed after the exclusion of the reference work:

一、尚於審查階段之案件：續行教師資格審查。

Cases under review: renewal of the teacher qualification review.

二、已審定合格案件：經各級教評會審議符合送審時規定及外審結果合格者，免為撤銷教師資格之處分。

Qualified cases: if the case meets the requirements at the time of submission for review and the results of the external review following consideration of Evaluation Committees at all levels are the same, the applicant's teaching accreditation shall not be revoked.

第二十二條
涉及第二十條第一項第一款至第三款情事時，依下列各款規定處理：
Article 22.
Any circumstances referred to in Subparagraphs 1 through 3 of Paragraph 1, Article 20 shall be handled in accordance with the following provisions:

一、有第二十條第一項第三款所定「**經歷證件、成就證明、專門著作已為刊物接受將定期發表之證明、合著人證明為偽造、變造**」情事，應由應由原送審系所向相關單位查證後提學倫會初審認定之；必要時，得檢送相關事證及答辯書送原審查人再審查

後，提學倫會複審認定。

Where subparagraph 3, Paragraph 1, Article 20—namely, "**forging or altering academic credentials, achievement certificates, proofs of specialist publication accepted for regular publication, or co-author certifications**"—applies, the department or graduate institute to which the original application was submitted shall verify the situation with the relevant institutions and submit a preliminary assessment to the Ethics Committee. When necessary, the relevant evidence and the applicant's written defense may be forwarded to the original reviewer(s) for re-examination before the Ethics Committee makes its second (final) determination.

二、前款以外之第二十條第一項第一款至第三款情事，應由學倫會之案件審議小組形式認定案件成立後，提學倫會初審確定，交原送校外審查單位(學院或教務處)併同檢舉內容及答辯書送請原審查人再審查，其結果再提學倫會複審確定之；遇有判斷困難之情事，得列舉待澄清之事項再請原審查人、相關學者專家審查。

Where subparagraphs 1-3, Paragraph 1, Article 20 apply, other than those specified in the preceding paragraph, the Case Review Subcommittee of the Ethics Committee shall first make a formal assessment that there is a case, and then submit it for the Ethics Committee's preliminary assessment. The case shall subsequently be referred to the original external review unit (the college or the Office of Academic Affairs), which shall forward the complaint materials and written defense to the original reviewer(s) for re-examination. The results shall then be submitted to the Ethics Committee for secondary (final) confirmation. In situations where determination proves difficult, any unresolved issues may be itemized and referred again to the original reviewer(s) and other relevant scholars and experts for further review.

三、辦理前二款再審查，必要時得另送相關學者專家一人至三人審查，以為相互核對；原審查人無法或拒絕審查、未依限提供評審意見、或經審理單位認定審查意見顯有疑義或矛盾者，應補送案件所屬學術領域學者專家審查，且須補送至與原審查人數相同。原審查人及學者專家審查後之審查結果，應提出審查報告書，俾作為學校審理時之依據，並應尊重該專業領域之判斷，其審查人及學者專家身分應予保密。

In conducting the re-examination procedures referred to in the preceding two subparagraphs, the case may also be submitted to one to three additional scholars or experts in the relevant field for review as necessary to provide cross-verification. If the original reviewer is unable or unwilling to conduct the review, fails to provide an opinion within the prescribed time, or the reviewing unit determines that the original review contains significant doubts or contradictions, the case shall be supplemented by review from scholars or experts in the same academic field. The number of additional reviewers shall be equal to the number of original reviewers. The results of the re-examination conducted by the original reviewers and the additional scholars or experts shall be compiled into review reports to serve as the basis for the University's deliberations. The professional judgments of reviewers and experts shall be respected, and their identities shall be kept confidential.

四、送審人向系所教評會提出升等申請後，於學院尚未完成外審結果前，發生第一、二款所定情事時之處理程序如下：

If the applicant has already submitted a promotion application to the Department Faculty Evaluation Committee but the external review by the College has not yet been completed, and circumstances specified in Subparagraphs 1 or 2 arise, the following procedures shall be followed:

(一) 由學術研究倫理工作小組(以下簡稱學倫小組)、原送校外審查單位及人事室先予錄案，並續依第十一條之規定程序完成系所教評會之審議並送學院教評會初審，俟其外審作業完成後再將所錄案件由原送校外審查單位將送審人實際送審成果及外審委員審查意見移請學倫小組依學倫處理要點規定辦理。

The Academic Research Ethics Committee Working Group (hereinafter referred to as the "Ethics Committee Working Group"), the unit that originally submitted the case for external review, and the Office of Personnel shall first register the case. The Department Faculty Evaluation Committee shall continue its assessment in accordance with the procedures set forth in Article 11 and submit the case to the College Faculty Evaluation Committee for preliminary review. Once the external review process is completed, the unit that originally submitted the case for external review shall forward the applicant's actual materials submitted for review and the external reviewers' opinions to the Ethics Committee Working Group for handling in accordance with the Academic Research Ethics Guidelines.

(二)如已依第十七條規定送原審查人交互確認，且無須再送原審查人再審查之必要者，得逕依本款第二目之三規定辦理。審議小組召開會議完成形式要件審查確定，即應召開學倫會進行案件初審會議。

If the case has already been submitted to the original reviewers for cross-examination in accordance with Article 17 and there is no need to resubmit it to the original reviewers, the case may be handled directly in accordance with Item 3-2 of this subparagraph. Once the Case Review Subcommittee convenes a meeting and confirms that the formal requirements have been satisfied, the Ethics Committee shall convene a meeting to conduct a preliminary review of the case.

1. 因第一款所涉案件，經學倫會初審認定，無須再送原審查人再審查之必要者，由學倫會工作小組將學倫會之決議移人事室依第二十條規定辦理。

   For cases falling under Subparagraph 1, if the preliminary review of the Ethics Committee determines that there is no need to refer the matter back to the original reviewers for re-examination, the Ethics Committee Working Group shall forward the Ethics Committee's resolution to the Office of Personnel for handling in accordance with Article 20.

2. 因第一款所涉案件，經學倫會初審確定，尚有再送原審查人再審查之必要者，或因第二款所涉事項，經學倫會初審認有違反學術研究倫理之虞時，由學倫會工作小組將送審人書面答辯內容及實際送審成果移還原送校外審查單位依前三款規定辦理再審查。

   For cases falling under subparagraph 1 where the Ethics Committee determines that re-examination by the original reviewers is still necessary, or for cases under subparagraph 2 where the preliminary review indicates a potential violation of academic research ethics, the Ethics Committee Working Group shall return the applicant's written defense and actual review materials to the unit that originally submitted the case for external review for re-examination in accordance with the provisions of the preceding three subparagraphs.

3. 再審查之審查結果，提學倫會複審確定並釐清有無第二十一條適用後，由學倫會工作小組將複審建議移人事室依第二十條規定辦理。

   The results of the re-examination shall be submitted to the Ethics Committee for secondary (final) confirmation. After determining whether Article 21 applies, the Ethics Committee Working Group shall forward the final recommendation to the Office of Personnel for handling in accordance with Article 20.

五、學院送校複審後，於校教評會尚未審議前，發生送審人有第一款或第二款規定情事

時，由人事室將案件移送學倫會工作小組依學倫處理要點規定請送審人提出書面答辯後，依前款第二目規定處理。

If, after the college has submitted the case for university-level re-examination but before the University Faculty Evaluation Committee has deliberated, the applicant falls under any of the circumstances specified in Subparagraph 1 or 2, the Office of Personnel shall refer the case to the Ethics Committee Working Group. The Working Group shall request the applicant to submit a written defense in accordance with the Academic Research Ethics Guidelines and shall thereafter handle the matter in accordance with the preceding subparagraph.

六、教師資格審查經教育部審定後，發生送審人有第一款或第二款規定情事時，由學倫會工作小組依學倫處理要點規定請送審人提出書面答辯後，依第四款第二目規定處理。辦理第四款第二目之二再審查外審作業單位，以學校最後一級校外實質審查單位認定之。

If, after the teacher qualification review has been finalized and approved by the Ministry of Education, the applicant subsequently falls under any of the circumstances specified in Subparagraph 1 or 2, the Ethics Committee Working Group shall request the applicant to submit a written defense in accordance with the Academic Research Ethics Guidelines, and the matter shall be handled in accordance with Subparagraph 4(2) above. The re-examination procedures referred to in Subparagraph 4(2) shall be conducted by the final-level substantive external review unit of the University.

第二十三條

教師資格審查案件發現送審人有第二十條第一項第四款所定情事時，應與受到干擾之審查人取得聯繫、作成通聯紀錄，並由所屬學院教評會召集人通知送審人陳述意見後，經校教評會召集人再與該審查人查證，依第二十條所定程序做成不受理其教師資格申請之處分建議，經各級教評會審議處分確定，以書面通知送審人，報請教育部備查。如為受理教師資格審查期間，並應即停止其資格審查程序。

Article 23.

When it is discovered in a teacher qualification review case that the applicant falls under any of the circumstances specified in Subparagraph 4, Paragraph 1 of Article 20, the University shall contact the reviewer who has been interfered with and keep a communication record. The convener of the applicant's affiliated College Faculty Evaluation Committee shall notify the applicant to provide a statement of opinion, after which the convener of the University Faculty Evaluation Committee shall verify the matter with the reviewer and, in accordance with the procedures prescribed in Article 20, make a recommendation not to accept the applicant's application for teacher qualification. After the disposition is reviewed and confirmed by the Faculty Evaluation Committees at all levels, the applicant shall be notified in writing, and the matter reported to the Ministry of Education for recordation. If the case is still within the teacher qualification review period, qualification review procedures shall be immediately suspended.

第五章　　附則
Chapter 5 Supplementary provisions

第二十四條

各級教評會審議教師有違反教師法中規定解聘、不續聘、停聘及資遣情事；或審議違反教師應負義務等情事，尚不構成解聘、停聘或不續聘等處分時，應給予適當之處分或處置，除相關法令規定已有處分標準，依其規定辦理外，未規定者，依本校組織規程第三十七條所定各

款處分或處置辦理，並得視情節擇一或合併實施。
Article 24.
When Evaluation Committees at all levels review the dismissal, non-renewal of contract, suspension, and severance cases of teachers for violating the regulations set forth in the Teachers' Act or in situations that violate teacher's obligations that do not warrant dismissal, suspension, or non-renewal of contract, an appropriate punishment shall be issued. Unless there are disciplinary standards provided for in the relevant laws and regulations, such situations shall be managed in accordance with the punishment mechanism set forth in Article 37 of the organizational regulations of the University.

第二十五條
本辦法規定未盡事宜，除依第一條規定適用其他有關法令規定外，其執行仍有疑義時，由校教評會研議決定後實施。
Article 25.
With regard to matters not mentioned herein, except for the application of other relevant laws and regulations in accordance with Article 1, the University Faculty Evaluation Committee shall make the relevant determinations.

第二十六條
各教學單位就其教師聘任、升等事項，得考量不同特性與需求，於不違反本辦法之規範下，訂定較本辦法更嚴格之規定，經各級教評會審議通過後，從其規定。
Article 26.
With respect to the appointment and promotion of teachers matters, each educational unit may, taking into account its different characteristics and needs and without contravening these Regulations, establish regulations that are stricter than those prescribed herein. Such regulations shall govern following approval by the Faculty Evaluation Committees at all levels.

第二十七條
本辦法經校務會議審議通過，陳請校長核定後實施。
一一五年六月十日校務會議通過之本辦法修正條文，除第九條第一項條文自一一七年二月一日起實施外，餘修正條文自一一五年八月一日起實施。

Article 27.
These regulations shall be implemented following approval by the University Council and ratification by the President.
The amendments to these Regulations, approved by the University Council on June 10, 2026, shall take effect on August 1, 2026, except for Paragraph 1 of Article 9, which shall come into force on February 1, 2028.

第十三條之一附表一-依第四條之一規定，新聘專任師聘任、送審，限教師未持有擬聘職級合格教師證書以學位文憑或專門著作聘任送審作業期程

Annex Table 1 of Article 13-1 – Review Schedule of the Appointment and Review of Newly Appointed Full-time Teachers with a Teacher's Accreditation Level Certificate as Required Based on their Diploma or Specialist Publications

辦理單位 Handling Unit	上學期 (8 月生效) 1st Semester (effective from August)	下學期 (2 月生效) 2nd Semester (effective from February)	作業說明 Job Description
各用人單位 Application Unit	1 月 1 日以前 Before January 1	7 月 1 日以前 Before July 1	1. 左列日期為各用人單位辦理徵才公告之原則性規範。 The dates on the left are general regulations for each application unit to manage recruitment announcements. 2. 於傳播媒體或學術刊物刊載徵聘資訊辦理公開甄選，所刊載徵聘資訊期間第一次公告至少十四日以上。 Recruitment information for public selection shall be published on broadcasting media or in academic journals; the first announcement must be published for at least 14 days.
系所教評會審議 (備註) Review of the Department Faculty Evaluation Committee (Note)	3 月間 March	9 月間 September	1. 系所教評會審議並選定候選人 The Department Faculty Evaluation Committee reviews and selects candidates. 2. 未具合格教師證書之候選人，應依第 4 條之 1 規定辦理教師資格審查。 The qualification review for candidates without a qualified teacher's accreditation certificate shall be managed in accordance with Article 4-1.
學院 College	4 月 1 日 April 1	10 月 1 日 October 1	學院辦理外審(學位或著作) 時間 The schedule of the college for handling external reviews (of degrees or writings) 4. 學位文憑送審：由學院辦理外審，審查結果續提學院教評會。 Diploma submitted for review: The college shall manage the external review and submit the review results to the College Faculty Evaluation Committee. 5. 專門著作送審：由學院移請教務處協助辦理外審，審查結果再由教務處移還學

			院續提學院教評會。 Academic writing submitted for review: The college shall transfer the case to the Office of Academic Affairs for assistance with the external review, and the Office of Academic Affairs shall transfer the review results back to the college before submission to the College Faculty Evaluation Committee.
學院教評會初審 Preliminary Review of the College Faculty Evaluation Committee	5 月 31 日以前 Before May 31	11 月 30 日以前 Before November 30	學院教評會初審時間 Period of Preliminary Review by the College Faculty Evaluation Committee
校教評會複審 Secondary Review of the University Faculty Evaluation Committee	6 月間(例外 7 月間) June (July for exception)	12 月間(例外翌年 1 月間) December (January next year for exception)	1.校教評會複審時間 Period for Secondary Review by the University Faculty Evaluation Committee. 2.經校長核定聘任，製發聘書。 Prepare and issue the contract of appointment upon approval of the President.
人事室 Office of Personnel	8 月至 10 月 August to October	2 月至 4 月 February to April	送教育部審定請頒證書時間(學期開始 3 個月內) The period for submission to the Ministry of Education for issuance of the certificate (within three months from the beginning of the semester).
新聘專任教師 Newly Appointed Full-time Teacher	8 月 August	2 月 February	年資起算，依聘書(以聘書起聘年月起計。 Starting calculation of seniority based on the contract of appointment (starting from the year and month of appointment).
備註： 學院單獨招生或開設課程須實聘師資時，本階段(系所教評會應審議)之事項由學院教評會辦理。 Note: When the college needs to appoint teachers for individual student recruitment or new courses, the College Faculty Evaluation Committee shall manage the matters at this stage (to be reviewed by the Department Faculty Evaluation Committee).			

第十三條之一附表二-依第十一條規定教師以專門著作或作品、成就證明、技術報告取代專門著作升等者作業期程

Annex Table 2 of Article 13-1 – Schedule of Promotions Based on Specialist Publications, or Creative Works, Evidence of Achievements, or Technical Reports

辦理單位 Handling Unit	上學期 (8 月生效) 1st Semester (effective from August)	下學期 (2 月生效) 2nd Semester (effective from February)	作業說明 Job Description
申請人 Applicant	2 月 February	8 月 August	1. 歷史資料開放補登 Supplementary registration of historical data. 2. 申請人於每年 2 月中旬或 8 月中旬以前向系提出申請。申請人之著作應逐篇經圖書館論文比對系統完成比對，並將其比對結果列印後裝訂於送審之代表作與每篇參考作前以供查閱。 The applicant files the application before mid-February or mid-August. The comparison of writings shall be completed through the library thesis system and the comparison shall be bound in front of representative works for reference.
系所-審議(備註) Department Review (note)	2 月底前 Before the end of February	8 月底前 Before the end of August	系所將送審人資料於圖書館公開陳列展示期限至少 1 週。 The department exhibits the applicant's work in public for at least one week.
	3 月 March	9 月 September	1. 系形式審查 Department formal examination. 2. 系教評會審議(教學、服務及輔導成績評量)。 Review of the Department Faculty Evaluation Committee (Teaching, Service, and Counseling Performance Assessment). 3. 擬定外審委員名單。 Prepare a list of external reviewers. 4. 在 3 月 15 日或 9 月 15 日以前將送審人資料送學院辦理。 Submit the data of the applicant to the college for management before March 15 or September 15.
	3 月 15 日以前 Before March 15	9 月 15 日以前 Before September 15	
學院-審議 College Review	3 月底 End of March	9 月底 End of September	1. 學院教評會審議系所教評會擬具之外審委員建議名單，並得自前開名單中隨機選出二十五位至三十位外審委員名單。

			The College Faculty Evaluation Committee shall deliberate the list of recommended external reviewers prepared by the Department Faculty Evaluation Committee and may select 25–30 external reviewers in random order from the aforementioned list to form the list of external reviewers. 2. 學院教評會召集人與校教評會召集人依學院所擬外審名單隨機共同排序選定外審委員。 The conveners of the College Faculty Evaluation Committee and the University Faculty Evaluation Committee shall jointly arrange the external reviewers in random order from the list of external reviewers recommended by the College Faculty Evaluation Committee.
學院-初審 College Preliminary Review	4-5 月 April - May	10-11 月 October-November	人事室完成形式審查，教務處連繫外審委員依序進行校外實質審查。 After the Office of Personnel has completed the formal examination, the Office of Academic Affairs shall contact the external reviewers, who will conduct the substantive external review in the determined order.
	5 月底 End of May	11 月底 End of November	外審作業辦理完竣，外審結果由教務處移還學院續辦。 Following completion of the external review, the Office of Academic Affairs transfers the results of the external review back to the college for subsequent management.
	6 月初以前 Before the beginning of June	12 月初以前 Before the beginning of December	學院教評會依第 11 條規定審議，排除第 11 之 1 規定之適用，完成初審，續送校教評會複審。 The College Faculty Evaluation Committee completes the review in accordance with Article 11, completes the preliminary review after excluding the application of Article 11-1, and then submits the review to the University Faculty Evaluation Committee for secondary review.
校-複審 University Secondary Review	6 月(例外)、7 月(原則)、10 月(例外)中下旬 June (exception), July (general), middle or late October (exception)	12 月(例外)、翌年 1 月(原則)、4 月(例外)中下旬 December (exception), January next year	3. 校教評會複審時，對於外審結果如有第 11 條之 1 適用疑義時，移還學院再予究明釐清。 Should the University Faculty Evaluation Committee have doubt abouts the application of Article 11-1 during the secondary review, the case if transferred back to the college for investigation and clarification. 4. 校教評會於 7 月(原則) 完成複審，於 8 月

		(general), middle or late April (exception)	開始後 3 個月內報教育部請頒教師證書，於 10 月完成複審(例外)，應於 10 月底前報教育部請頒教師證書(升等年資 8 月起計)。 If the University Faculty Evaluation Committee completes the secondary review in July (general), the case is submitted to the Ministry of Education for issuance of the teacher's accreditation level certificate within three months. If the secondary review is completed by October (exception), the case if submitted to the Ministry of Education for issuance of the teacher's accreditation level certificate before the end of October (seniority for a promotion shall be calculated from August).
報部審定升等生效起算年月 Report the Starting Year and Month of Effectiveness of the Promotion to the Ministry	8 月 August	2 月 February	5. 校教評會於翌年 1 月(原則) 完成複審，於翌年 2 月開始後 3 個月內報教育部請頒教師證書，於翌年 4 月完成複審(例外)，應於 4 月底前報教育部請頒教師證書。(升等年資 2 月起計) If the University Faculty Evaluation Committee completes the secondary review in January next year (general), the case is submitted to the Ministry of Education for issuance of the teacher's accreditation level certificate within three months from February next year. If the secondary review is completed by April next year (exception), the case is submitted to the Ministry of Education for issuance of the teacher's accreditation level certificate before the end of April (seniority for a promotion shall be calculated from February).

備註：學院因單獨招生或開設課程之實聘師資辦理升等時，系所審議之事項由學院教評會辦理；依校外專家學者名單選定審查委員時，由學院教評會召集人，與校教評會召集人共同選任之。

Note: When the college manages the promotion of teachers due to individual student recruitment or new courses, the College Faculty Evaluation Committee shall manage the items reviewed by the departments. The convener of the College Faculty Evaluation Committee and the convener of the University Faculty Evaluation Committee shall jointly select the reviewers from the list of external scholars and experts.

第十三條之一附表三-依第十二條規定，教師以學位文憑升等者作業期程 Annex Table 3 of Article 13-1 – Schedule of Teacher's Promotion Based on a Diploma in Accordance with Article 12					
辦理單位 Handling Unit	上學期 (8 月生效) 1st Semester (effective from August)		下學期 (2 月生效) 2nd Semester (effective from February)		作業說明 Job Description
系所教評會 (備註 1) Department Faculty Evaluation Committee (Note 1)	3 月至 5 月 March to May	6 月至 8 月 June to August	9 月至 11 月 September to November	12 月至 2 月 December to February	1. 系所教評會依送審人申請完成審議送學院初審。 The Department Faculty Evaluation Committee completes the review of the application and submits it to the college for a preliminary review. 2. 擬定外審委員名單，由系所教評會召集人密送學院教評會召集人。 Prepare the list of external reviewers, which shall remain confidential, and the convener of the Department Faculty Evaluation Committee shall submit the list to the convener of the College Faculty Evaluation Committee.
學院 College	學院自訂 Established by the college		學院自訂 Established by the college		1. 系所教評會召集人與學院教評會召集人共同就外審委員名單隨機排序。 The convener of the Department Faculty Evaluation Committee and the convener of the College Faculty Evaluation Committee shall jointly arrange the external reviewers in random order. 2. 依第 12 條規定由學院辦理校外審質審查。 The college manages the substantive external review in accordance with Article 12.

<table>
<tr><td>學院教評會
College Faculty Evaluation Committee</td><td colspan="4">於校教評會開會二週前審畢
Complete the review within two weeks before the meeting of the University Faculty Evaluation Committee</td><td>學院教評會初審。
Preliminary Review of the College Faculty Evaluation Committee</td></tr>
<tr><td>校教評會
University Faculty Evaluation Committee</td><td>6 月
June</td><td>10 月
October</td><td>12 月
December</td><td>4 月
April</td><td>校教評會複審
Secondary Review of the University Faculty Evaluation Committee</td></tr>
<tr><td>人事室
Office of Personnel</td><td>8 月以後
After August</td><td>10 月
October</td><td>2 月以後
After February</td><td>4 月
April</td><td>函報教育部審定教師資格
Report to the Ministry of Education via letter for a review of the teacher's qualification</td></tr>
<tr><td>送審人
Applicant</td><td colspan="2">8 月
August</td><td colspan="2">2 月
February</td><td>升等年資生效
Promotion seniority is effective</td></tr>
</table>

備註：學院因單獨招生或開設課程之實聘師資辦理升等時，系所審議之事項由學院教評會辦理；依校外專家學者名單選定審查委員時，依下列規定辦理：

一、辦理聘任或學位升等案：由學院教評會召集人，與專長領域相近之學院教評會委員中互推一人，共同以隨機排序選定外審委員。

二、辦理前款以外升等案：依第十一條第一項第二款第一目規定，由學院教評會召集人與校教評會召集人共同就外審委員建議名單中以隨機排序後，交教務處依序密送外審委員進行審查。

Note: When a college handles the promotion of faculty members actually appointed due to independent admissions or the offering of courses, matters to be reviewed by the Department Faculty Evaluation Committee shall be handled by the College Faculty Evaluation Committee. When selecting reviewers from the list of external scholars and experts, the following provisions shall apply:

1. For appointment or degree-based promotion cases: The convener of the College Faculty Evaluation Committee and one member mutually elected from among the members of the College Faculty Evaluation Committee whose field of expertise is similar to that of the applicant shall jointly select the external reviewers in random order.
2. For promotion cases other than those specified in the preceding subparagraph: In accordance with Item 1, Subparagraph 2, Paragraph 1 of Article 11, the convener of the College Faculty Evaluation Committee and the convener of the University Faculty Evaluation Committee shall jointly arrange the recommended external reviewers in random order, after which the Office of Academic Affairs shall confidentially submit the materials, in order, to the external reviewers for review.

附錄：專科以上學校教師資格審定辦法

Annex: Regulations Governing the Accreditation of Teachers' Qualifications at Junior Colleges and Institutions of Higher Education

附表一、 以技術報告送審教師資格審查範圍及基準(審定辦法§15，本辦法§10~1-Ⅰ-1)

Attached 1 The scope and standards of review for teachers' accreditation via technical report (Review Regulations§15, Regulation §10~1-Ⅰ-1)

附表二、以教學實踐研究送審教師資格審查範圍及基準(審定辦法§16，本辦法§10~1- -2)

Attached 2 The scope and standards of review of teachers' accreditation via educational

fulfillment research (Review Regulations§16, Regulation §10~1-Ⅰ-2)

附表三、 以作品及成就證明送審教師資格審查範圍及基準(審定辦法§17，本辦法§10~1-Ⅰ-3)

Attached 3 The scope and standards of review of teachers' accreditation via creative works and evidence of achievements (Review Regulations§17, Regulation §10~1-Ⅰ-1)

附表四、 以體育成就證明送審教師資格審查範圍及基準(審定辦法§18，本辦法§10~1-Ⅰ-4)

Attached 4 The scope and standards of review of teachers' accreditation via evidence of actual education achievements (Review Regulations§18, Regulation §10~1-Ⅰ-4)