

國立勤益科技大學客座教授聘任辦法

National Chin-Yi University of Technology Regulations Governing the Appointment of Visiting Professors

95.12.21.95 學年度第 1 學期第 2 次教師評審委員會審議通過
96.1.10.95 學年度第 1 學期第 3 次校務基金管理委員會審議通過
96.12.6.96 學年度第 1 學期第 3 次校務基金管理委員會修正通過
97.1.24.96 學年度第 1 學期第 2 次教師評審委員會修正通過
97.5.28.96 學年度第 2 學期第 2 次教師評審委員會修正通過
97.12.3 日 97 學年度第 1 學期教師評審委員會審議通過
教育部 98.1.14.台技(二)字第 0970258950 號函同意備查
99.09.23.校教師評審委員會修正通過
100.2.15.校務基金管理委員會修正通過
106.1.18 校教師評審委員會及 106.4.14.校務基金管理委員會通過修正第 7 條、
第 8 條、第 10 條、第 11 條條文
107.5.31.校務基金管理委員會、107.6.14.校教師評審委員會通過修正第 11 條條
文
Passed by the 2nd Faculty Evaluation Committee Meeting, fall semester, Academic Year 2006, on
December 21, 2006.
Passed by the 3rd Endowment Fund Management Committee Meeting, fall semester, Academic Year
2006, on January 10, 2007.
Amended and passed by the 3rd Endowment Fund Management Committee Meeting, fall semester,
Academic Year 2007, on December 6, 2007.
Amended and passed by the 2nd Faculty Evaluation Committee Meeting, fall semester, Academic
Year 2007, on January 24, 2008.
Amended and passed by the 2nd Faculty Evaluation Committee Meeting, fall semester, Academic
Year 2007, on May 28, 2008.
Reviewed and passed by the Faculty Evaluation Committee Meeting, fall semester, Academic Year
2008, on December 3, 2008.
Approved by Letter No. 0970258950 of the Ministry of Education on January 14, 2009.
Amended and passed by the University Faculty Evaluation Committee on September 23, 2010.
Amended and passed by the Endowment Fund Management Committee on February 15, 2011.
Article 7, 8, 10, and 11 amended and passed by the University Faculty Evaluation Committee on
January 18, 2017 and the Endowment Fund Management Committee on April 14, 2017.
Article 11 amended and passed by the Endowment Fund Management Committee
on May 31, 2018 and the University Faculty Evaluation Committee on June 14,
2018.

第一條 本校為延攬國內外有特殊成就之專家學者至本校擔任講學、研究工作，依本校組織規程第四十一條規定訂定本辦法，本辦法未規定之事項，適用其他法令有關規定。

Article 1. To attract domestic and international experts and scholars with significant achievements to undertake teaching and research at the university, these Regulations are established in accordance with Article 41 of the University Charter. Matters not covered by these Regulations shall be governed by other relevant laws and regulations.

第二條 本辦法所稱客座教授係指客座教授、客座副教授，並區分專、兼任。

專任客座教授按照本校同級專任教師之最高年功薪俸與學術研究費標準核給薪資。

兼任客座教授按其教授、副教授之聘任等級支領授課鐘點費。

Article 2. The term "visiting professor" as used in these Regulations refers to visiting professors and associate visiting professors, classed as full-time and part-time positions.

Full-time visiting professors shall receive a salary in accordance with the highest seniority pay and academic research fee standards for equivalent full-time faculty at this university.

Part-time visiting professors shall receive hourly teaching fees based on their level as professor or associate professor.

第三條 聘為客座教授者應具有下列資格之一：

- 一、曾在國內外大學擔任教授，著有成績者。
- 二、獲有國內外大學博士學位，從事所習學科有關之研究或工作八年以上，著有成績或特殊成就者。
- 三、曾從事與應聘科目相關之專業性工作十五年以上，具有特殊造詣或成就者。但獲有國際級大獎者，年限得酌減一至五年。

Article 3. Candidates for visiting professor positions must meet one of the following qualifications:

1. Has previously served as a professor at a domestic or international university with notable achievements.
2. Holds a doctoral degree from a domestic or international university and conducted research or engaged in work related to their field of study for over eight years with notable achievements or special accomplishments.
3. Has engaged in professional work related to the subject for which they are being hired for more than 15 years, with notable expertise or accomplishments. However, the required years of experience may be reduced by one to five years for those who have received international awards.

第四條 聘為客座副教授者應具有下列資格之一：

- 一、曾在國內外大學擔任副教授，著有成績者。
- 二、獲有國內外大學博士學位，從事所習學科有關之研究或工作四年以上，著有成績或特殊成就者。

三、曾從事與應聘科目相關之專業性工作十二年以上，具有特殊造詣或成就者。但獲有國際級大獎者，年限得酌減一至三年。

Article 4. Candidates for the position of associate visiting professor must meet one of the following qualifications:

1. Has previously served as an associate professor at a domestic or international university with notable achievements.
2. Holds a doctoral degree from a domestic or international university and conducted research or engaged in work related to their field of study for over four years with notable achievements or special accomplishments.
3. Has engaged in professional work related to the subject for which they are being hired for more than 12 years, with notable expertise or accomplishments. However, the required years of experience may be reduced by one to three years for those who have received international awards.

第五條 本校各單位延聘客座教授，應詳列課程計畫以及擬聘人員資格條件證明文件，提請各級教師評審委員會審議，並經校長核定後聘任之。

Article 5. When departments of this university hire visiting professors, they must detail the course plan and provide proof of qualifications of the proposed candidates to be submitted to their respective faculty evaluation committees for deliberation; appointments shall be made upon approval by the president.

第六條 專任客座教授聘期以一學期或一學年為原則，但特殊情形必須延長時，得提報各級教師評審委員會審議並陳請校長同意後最多得再延聘一至二年。

兼任客座教授聘期以一學期為原則，聘期屆滿如有繼續借重之需要應依第五條規定再提出申請。

Article 6. The term of appointment for full-time visiting professors is generally one semester or one academic year. However, in special circumstances where an extension is necessary, it must be submitted to their respective faculty evaluation committees for deliberation and approved by the president. An appointment can be extended for a maximum of one to two additional years.

The term of appointment for part-time visiting professors is generally one semester. If there is a need to renew the appointment after the term expires, a new application must be submitted in accordance with Article 5.

第七條 聘任之客座教授均為編制外人員，不占本校編制教師員額。

專任客座教授員額每年以不超過八名為原則。

客座教授之經費來源，由用人單位於聘任前擬定年度支用計畫經行政程序經校長核定後實施。

前項經費來源若自本校校務基金自籌收入中支應時，其支用計畫尚須提經校務基金管理委員會審查通過。年度進行中，為應實際經費支付，得由人事室統計實際經費，專案簽報校長同意後支用，事後並應檢具支用計畫及執行成果於校務基金管理委員會議報告。

Article 7. Appointed visiting professors are considered contract staff and do not count towards the university's official faculty quota.

The number of full-time visiting professors should not exceed eight per year.

The budget for visiting professors must be prepared by the hiring unit before appointment by detailing the annual expenditure plan approved by the president through administrative procedures.

If the budget is to be sourced from the university's self-generated income or endowment fund, the expenditure plan must also be reviewed and approved by the university's Endowment Fund Management Committee. During the fiscal year the Personnel Office may calculate actual expenses to meet financial payments, and, with special approval from the president, disburse the funds. Subsequently, the expenditure plan and execution results must be reported to the university's Endowment Fund Management Committee.

第八條 專任客座教授若未具教育部核發之教授或副教授證書時，須先依其學術專長領域由擬聘用人單位教評會自外審委員資料庫中擬具十五位外審委員名單，併同專門著作(或以作品、成就證明或技術報告取代專門著作)由用人單位教評會召集人密陳學院教評會召集人並共同自外審委員名單中選定五位外審委員，再由學院協助送請校外學者、專家實質審查，經四位委員審查皆合於規定標準(評分達七十分以上)者，再續提各級教評會審議。

Article 8. If a full-time visiting professor does not possess an academic teaching level accreditation or certificate as Professor or Associate Professor issued by the Ministry of Education, the hiring unit's Faculty Evaluation Committee must select 15 external reviewers from the Database of Professionals based on the candidate's academic expertise. Along with the candidate's scholarly works (or other works, achievements, or technical reports), the hiring unit's Faculty Evaluation Committee chair will confidentially submit the list to the

College Evaluation Committee chair. Together, they will select five external reviewers from the list. The college will then assist in sending the materials for substantive review by these external scholars and experts. If at least four reviewers give a score of 70 or above, indicating that they meet the required standards, the case will proceed to the various faculty evaluation committees for further deliberation.

第九條 兼任客座教授以延攬國外大學或研究機構專職之專家、學者為限，並得逕依該專職單位出具證明之教授(研究員)或副教授(副研究員)等級予以聘為同級之教師等級。

Article 9. Part-time visiting professors should be experts or scholars employed full-time at foreign universities or research institutions. They may be appointed directly as teachers at the same level, based on their certification as professors (researchers) or associate professors (associate researchers) from their current institutions.

第十條 客座教授如係外籍人士或大陸人士，其聘任程序分依「就業服務法」、「雇主聘僱外國人許可及管理辦法」、「大陸地區人民進入臺灣地區許可辦法」、「大陸地區文教專業人士及學生來台從事文教活動審查要點」等規定辦理。

Article 10. If a visiting professor is a foreign national or from China, the hiring process must comply with the Employment Service Act, Regulations on the Permission and Administration of the Employment of Foreign Workers, Regulations Governing the Approval of Entry of People of the Mainland Area into the Taiwan Area, and Examination Directives for Mainland Chinese Cultural and Educational Professionals and Students Coming to Taiwan for Cultural and Educational Activities.

第十一條 客座教授之經費，先由教育部高等教育深耕計畫補助款支應，其無法或不敷支應時，再由本校校務基金自籌收入支應；其保險、福利事項依照相關法令辦理。

Article 11. Funding for visiting professors shall **initially be provided by the subsidy from the Ministry of Education's Higher Education SPROUT Project. If these funds are insufficient or unavailable, the remaining amount will be covered by the university's self-generated income or endowment fund.** Insurance and welfare matters will be handled in accordance with relevant laws and regulations.

第十二條 客座教授之薪資及各項補助應優先申請科技部或其他機關團體資助，如由科技部或其他機關團體資助，本校不另支給薪資。至於其他服務事項則依本校與該資助機關團體協議辦理之。

Article 12. The salary and various allowances for visiting professors should preferably be funded by the Ministry of Science and Technology or other agencies and organizations. If they are funded by the Ministry of Science and Technology or other agencies, the university will not provide an additional salary. Other service matters shall be handled according to the agreement between the university and the funding agency.

第十三條 客座教授之授課義務原則上依照本校專（兼）任教師基本授課時數編配計算要點辦理。

Article 13. The teaching obligations of visiting professors shall, in principle, be assigned and calculated according to the Directives for the Allocation and Calculation of Basic Teaching Hours for Full-Time and Part-Time Faculty at the university.

第十四條 客座教授之薪資、資助、授課時數、在校期間及其他服務事項等權利義務應明訂於聘約內容中。

Article 14. The rights and obligations of visiting professors, including salary, subsidies, teaching hours, duration of stay at the university, and other service matters, shall be clearly stipulated in the appointment contract.

第十五條 客座教授欲轉任本校專任教師，應符合相關法令之資格條件，並依本校教師聘任及升等審查辦法中新聘教師規定辦理。

Article 15. If a visiting professor wishes to become a full-time faculty member at the university, they must meet the qualifications and conditions prescribed by relevant laws and regulations. The appointment process will be handled according to the university's Regulations Governing the Review for the Appointment and Promotion of Teachers.

第十六條 本辦法經校教師評審委員會、校務基金管理委員會審議通過，陳請校長核定後實施，修正時亦同。

Article 16. These regulations shall be implemented following the approval of the university's Faculty Evaluation Committee and Endowment Fund Management Committee, and subsequent ratification by the president. The same procedure applies to any amendments.