

國立中興大學聘任專業技術人員擔任教學要點
NATIONAL CHUNG HSING UNIVERSITY
Guidelines for Appointing Specialists as Instructors

95年5月5日第50次校務會議訂定
May 5, 2006—Formulated by the 50th University Council Meeting
97年5月9日第54次校務會議通過（第9、11條）
May 9, 2008—(Articles 9 and 11) passed by the 54th University Council Meeting
100年12月12日第61次校務會議延續會修正通過（修正條文名稱、第1、4、10、11、12、15條）
December 12, 2011—(Title and Articles 1, 4, 10, 11, 12, and 15) amended and passed by the extended 61st University Council Meeting
108年10月25日第86次校務會議修正（第4點）
October 25, 2019—(Article 4) amended by the 86th University Council Meeting
110年4月23日第92次校務會議修正（第11點）
April 23, 2021—(Article 11) amended by the 92nd University Council Meeting

- 一、本要點依據教育部「大學聘任專業技術人員擔任教學辦法」及本校組織規程第三十二條規定訂定之。

The following guidelines have been formulated in accordance with the Ministry of Education's *Employment Regulations for Professional Technicians Teaching at Universities* and Article 32 of the National Chung Hsing University (hereinafter, NCHU or "the University") *Organizational Charter*.

- 二、本校各教學單位為因應特殊需要，聘任專業技術人員擔任教學，以具有特殊專業實務、造詣或成就，足以勝任教學工作者為限。

NCHU academic units may appoint specialists as instructors only if the specialist possesses extraordinary professional skills, achievements, and/or practical experience of sufficient magnitude to qualify them as competent instructors.

- 三、本校各教學單位擬聘任專業技術人員，在分配教師名額內為之，以兼任為原則，必要時得聘為專任。

In principle, specialists shall only be appointed to part-time positions within the faculty quota of each academic unit. They may only work on a full-time basis if it is strictly necessary.

- 四、各學院聘任之專業技術人員總人數不得超過該學院教師總名額百分之十，每一學系(所、室、中心、學位學程)聘任之專業技術人員不得超過該系(所、室、中心、學位學程)教師總名額百分之十，但不足一人時，得聘一人。對有教學迫切需要之系(所、室、中心、學位學程)，以自籌經費聘任之兼任專業技術人員時，得不受各院、系(所、室、中心、學位學程)百分之十限制。

The number of specialists on staff may not exceed 10% of the total number of faculty members in each college or each department, graduate institute, office, center, and degree program (collectively, "academic unit"). However, if the product of the calculation is less than one, then one specialist may be appointed. Academic units with urgent educational needs may be exempt from the 10% restriction provided that the cost of appointing additional part-time specialists is covered by the academic units' self-raised funds.

五、專業技術人員比照教師職務等級，分教授級、副教授級、助理教授級及講師級四級。

As with faculty members, specialists shall be ranked as either professor, associate professor, assistant professor, or instructor.

六、教授級專業技術人員應具下列資格之一：

Specialists with the rank of professor shall satisfy one of the following criteria:

(一) 曾任副教授級專業技術人員三年以上，成績優良，並有具體事蹟者。

1. Having held the rank of associate professor for over three years with outstanding performance and tangible accomplishments

(二) 曾從事與應聘科目性質相關之專業性工作十五年以上，並具有特殊造詣或成就者。但獲有國際級大獎者，其年限得酌減之。

2. Having over 15 years of professional experience related to the courses that they are appointed to teach, with extraordinary skills or achievements (the aforementioned number of years may be reduced if the specialist has won a major international award)

七、副教授級專業技術人員應具有下列資格之一：

Specialists with the rank of associate professor shall satisfy one of the following criteria:

(一) 曾任助理教授級專業技術人員三年以上，成績優良，並有具體事蹟者。

1. Having held the rank of assistant professor for over three years with outstanding evaluations and tangible accomplishments

(二) 曾從事與應聘科目性質相關之專業性工作十二年以上，並具有特殊造詣或成就者。但獲有國際級大獎者，其年限得酌減之。

2. Having over 12 years of professional experience related to the courses that they are appointed to teach, with extraordinary skills or achievements (the aforementioned number of years may be reduced if the specialist has won a major international award)

八、助理教授級專業技術人員應具有下列資格之一：

Specialists with the rank of assistant professor shall satisfy one of the following criteria:

(一) 曾任講師級專業技術人員三年以上，成績優良，並有具體事蹟者。

1. Having held the rank of instructor for over three years with outstanding evaluations and tangible accomplishments

(二) 曾從事與應聘科目性質相關之專業性工作九年以上，並具有特殊造詣或成就者。但獲有國際級大獎者，其年限得酌減之。

2. Having over nine years of professional experience related to the courses that they are appointed to teach, with extraordinary skills or achievements (the aforementioned number of years may be reduced if the specialist has won a major international award)

九、講師級專業技術人員之資格，應曾從事與應聘科目性質相關之專業性工作六年以上，並具有特殊造詣或成就者。但獲有國際級大獎者或經認定確屬學校教學需要之人才者，其年限得酌減之。

Specialists with the rank of instructor shall have over six years of professional experience related to the courses that they are appointed to teach, with special skills or

achievements. However, the aforementioned number of years may be reduced if the specialist has won a major international award or has been confirmed to be urgently needed as an instructor by the University.

- 十、本要點所稱曾任各級專業技術人員年資及專業性工作年資，指專任年資。兼任年資，折半計算。

In regard to the calculation of seniority, “years of professional work” and “years of practical experience” as described herein shall pertain to full-time work only. The number of years counted for part-time work shall be reduced by half.

- 十一、專業技術人員之年資、具體事蹟、特殊造詣或成就之認定、國際級大獎之界定、確屬學校教學需要人才之認定及酌減年限等事項，依專業領域之不同，由院、系(所、室、中心、學位學程)訂定規範，送院、校教評會備查。

Guidelines for the recognition of specialists’ seniority, tangible accomplishments, extraordinary achievements, international awards, urgency of need for instructors, and reduction in or waiver of seniority requirements shall be formulated by individual academic units based on the nature of the field of expertise and then submitted to the competent college-level faculty evaluation committee and the NCHU Faculty Evaluation Committee for recordation.

前項具體事蹟、特殊造詣或成就之認定，應併同擬授課大綱先送請校外學者或專家三人審查(如附審查意見表)，並獲二人以上之推薦。

The recognition of tangible accomplishments and extraordinary achievements, as described in the preceding paragraph, shall be submitted together with the corresponding course syllabus/syllabi for review by a panel of three external scholars/experts (see Review Recommendations Form) and approved by at least two of the scholars/experts.

- 十二、兼任專業技術人員之聘任審查，應經系級、院級教評會審議並送校教評會備查，惟院聘專業技術人員免經系級教評會審議，聘任後不得升等。

Appointments of part-time specialists shall be reviewed by the department- and college-level faculty evaluation committees and then submitted to the NCHU Faculty Evaluation Committee for recordation, with the exception of part-time specialists appointed directly by a college, which shall be exempt from department-level review. Part-time specialists appointed directly by a college shall be ineligible for promotion. 專任專業技術人員之聘任及升等審查，仍應經三級教評會審議。

Reviews of part-time specialist appointment and promotion cases must be conducted at all three levels of faculty evaluation committee.

專業技術人員聘期與學年一致，聘期屆滿得予續聘，每次一年。每週授課時數依本校規定辦理。

The term of appointment for part-time specialists shall be based on the academic year and may be renewed for another academic year at the end of the current term. Part-time specialists’ weekly teaching hours shall be subject to the applicable regulations of the University.

- 十三、專業技術人員之解聘、停聘、不續聘及申訴等事項，比照教師之規定。

Regulations pertaining to faculty members’ termination, suspension, non-renewal of

appointment, and appeals shall apply *mutatis mutandis* to specialists.

十四、專任專業技術人員之待遇、福利、休假研究、進修、退休、撫卹、資遣、年資晉薪等事項，依其聘任之等級，比照教師之規定。兼任人員按同級教師兼課鐘點費支給標準給與。

Regulations pertaining to faculty members' remuneration, benefits, sabbaticals, further studies, retirement, pension, severance, seniority calculation, and pay raises shall apply *mutatis mutandis* to specialists based on their rank. The hourly lecture fee standards for part-time specialists shall be the same as those for part-time faculty members of the same rank.

十五、本要點經校務會議審議通過後實施，修正時亦同。

These guidelines and any amendments made hereto shall be implemented upon review and passage by the University Council.