

# 義守大學國際財務金融學系新聘教師甄選委員會 設置及甄選作業要點

## Guidelines on Establishment of Selection Committee for New Teachers and Selection Procedures of Department of International Finance of I-Shou University

102 年 01 月 04 日校長准予備查公告全文

Full text reviewed and promulgated by the President on 04 Jan, 2013

一、本要點依據本校新聘教師聘任作業要點第八點訂定。

The Guidelines are established pursuant to Article 8 of “I-Shou University’s Guidelines on Recruitment of New Teachers.”

二、本系設新聘教師甄選委員會（以下簡稱本委員會），辦理新聘教師甄選事宜。

Selection Committee for New Teachers (hereinafter referred to as the Committee) is established by the Department for arranging selections of new teachers.

三、本委員會組成方式：

Composition of committee:

（一）由本系推派及院長指派副教授以上教師五名委員組成。委員任期一年，得連任之。

The committee is composed of five members who are elected by the Department and assigned by the College Dean with rank of Associate Professor or above. The term of the appointment of the committee members is one year and can be renewed.

（二）本系推派之委員人數應較院長指派委員多一名，但副教授以上教師人數不足時，指派委員人數不受此限。院長指派委員得為本系或外系教師。

Committee members elected by the Department should be one

more than those assigned by the College Dean. When there are insufficient teachers with rank of Associate Professor or above, however, the number of committee members assigned shall not be bond. Committee members assigned by the College Dean can be teachers from inside or outside the Department.

(三) 本委員會主席由院長就委員中指派一人擔任。

Chairperson of the Committee should be designated by the College Dean from its members.

四、本委員會開會時應有委員三分之二以上之出席，以出席委員過半數之同意始得決議。

Any resolution should receive the approval from over half of the attendees in the committee meeting with over two-thirds of the committee members.

五、本系專任教師甄聘流程如下：

The procedure of the selection and appointment of Department's full-time teachers is as follows:

(一) 本委員會原則上應於擬新聘專任教師起聘日半年前，將徵才公告內容及方式送請學院同意，陳請校長核定後，由人力資源處統一公開刊登於國內、外知名之報紙、雜誌或網站，並由學院於收件後，將應徵資料轉本委員會進行教師甄選，公開徵才期間至少應達二個月。

In principle, the Committee should send the announcement content and recruitment procedures to the College for approval half a year before the proposed new teacher's first working day. After ratified by the President, the Office of Personnel should publish the announcement of recruitment in well-known domestic and international newspapers, magazines or websites. After receiving the application, the College should send those application documents to the Committee for selection. The period of public announcement should be more than 2 months.

(二) 本委員會應於報名截止後，且應徵人數達三人以上時，始得進行

甄選程序。未達三人者，除應徵人選傑出經本委員會委員三分之二以上同意外，應再重新公開徵才作業。

After the application deadline, the selection can only be processed if the number of candidates is more than 3. If the number of candidates is less than 3, the recruitment should be started again, with the exception that when the candidate is outstanding and approved by two third of the committee members.

- (三) 候選人如其最高學歷為本校授予，且畢業後未在其他單位從事與教學、研究相關之工作二年以上，不得列入為候選人，惟具有特殊專長或優異表現且經本委員會認定者，不在此限。

If an applicant received the highest degree from I-Shou University, he or she can only be candidate after having more than 2 years teaching and research work experience in other institutions after graduation, with the exception that when the candidate has special expertise or excellent performance and is recognized by the Committee.

- (四) 本委員會於完成甄選後向系教師評審委員會推薦人選。如有不推薦者，應敘明理由送學院備查。

After the selection, the Committee should recommend candidates to Teacher Evaluation Committees of the Department. If no candidate is recommended, reasons should be specified and sent to the College for reference.

前項如有特殊原因，經本委員會認定，送請院長同意並陳請校長核定者，不在此限。

There can be exceptions to the pervious procedure if the candidate is for special reasons recognized by the Committee and approved by the College Dean and ratified by the President.

- 六、 本要點如有未盡事宜，悉依本校相關規定辦理。

Any conditions not mentioned here shall be subject to relevant regulations

of I-Shou University.

七、本要點經院教評會核備，陳請校長備查後自公告日實施。

The Guidelines reviewed and approved by the College's Faculty Evaluation Committee shall come into effect on and after being submitted to the President for reference.

# 義守大學國際財務金融學系新聘教師甄選委員會 設置及甄選作業要點逐條說明

| 條文   | 說明             |
|--|----------------|
| 一、 本要點依據本校新聘教師聘任作業要點第八點訂定。   | 本條說明本要點之法源依據。  |
| 二、 本系設新聘教師甄選委員會（以下簡稱本委員會），辦理新聘教師甄選事宜。  | 說明委員會工作內容      |
| 三、 本委員會組成方式：<br>（一） 由本系推派及院長指派副教授以上教師五名委員組成。委員任期一年，得連任之。<br>（二） 本系推派之委員人數應較院長指派委員多一名，但副教授以上教師人數不足時，指派委員人數不受此限。院長指派委員得為本系或外系教師。<br>（三） 本委員會主席由院長就委員中指派一人擔任。 | 說明委員會組成方式      |
| 四、 本委員會開會時應有委員三分之二以上之出席，以出席委員過半數之同意始得決議。   | 說明開會時應有委員之出席人數 |
| 五、 本系專任教師甄聘流程如下：<br>（一） 本委員會原則上應於擬新聘專任教師起聘日半年  | 說明專任教師甄聘流程     |

前，將徵才公告內容及方式送請學院同意，陳請校長核定後，由人力資源處統一公開刊登於國內、外知名之報紙、雜誌或網站，並由學院於收件後，將應徵資料轉本委員會進行教師甄選，公開徵才期間至少應達二個月。

(二) 本委員會應於報名截止後，且應徵人數達三人以上時，始得進行甄選程序。未達三人者，除應徵人選傑出經本委員會委員三分之二以上同意外，應再重新公開徵才作業。

(三) 候選人如其最高學歷為本校授予，且畢業後未在其他單位從事與教學、研究相關之工作二年以上，不得列入為候選人，惟具有特殊專長或優異表現且經本委員會認定者，不在此限。

(四) 本委員會於完成甄選後向系教師評審委員會推薦人選。如有不推薦者，應敘明理由送學院備查。

前項如有特殊原因，經本委員會認定，送請院長同意並陳請校長核定者，不在此限。

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| 六、 本要點如有未盡事宜，悉依本校相關規定辦理。     | 規定本要點未盡事宜，依本校相關規定辦理。 |
| 七、 本要點經院教評會核備，陳請校長備查後自公告日實施。 | 本要點審議程序及生效方式。        |