

國立中興大學獸醫學院教師聘任暨升等評審辦法

112年9月19日院務會議修正（全條文）
（完整修正歷程詳條文末）

第一章 總 則

- 第一條 本辦法依據「國立中興大學各學院教師評審委員會組織章程」第二條及有關法令規定訂定之。
- 第二條 本院教師新聘、升等及改聘案，需先經系（所）教評會評審通過，再由本院教評會依本辦法評審，經院教評會委員三分之二以上出席及參加表決委員三分之二以上通過後，送請本校教評會評審。評審標準及評審表另定之。
專業技術人員之聘任依據本校聘任專業技術人員擔任教學要點及本院聘任專業技術人員擔任教學認定規範辦理。
院聘教師新聘、升等及改聘案逕送院教評會審議之。
- 第三條 本辦法所稱之著作應符合本校教師升等評審標準暨聘任升等著作送審準則第四條之規定。
- 第四條 本院教師學術研究成果必須符合系（所）訂定之最低門檻指標，方得提出新聘、升等或改聘申請。院聘教師依申請人專長再參酌相關系（所）訂定之最低門檻指標審核。
- 第五條 本院教師新聘、升等及改聘應辦理著作外審。惟符合下列資格條件之一，且不送審教師證書者，得免外審：
一、符合本校教師聘任暨升等辦法第三條第一項之傑出學者、新聘至本校擔任主管職務或兼任教師，已具有教育部頒同等級大學教師證書。
二、現任中央研究院特聘研究員、研究員、副研究員擬聘為兼任教師者。
三、聘任以外語授課且具碩士學位之本校博士生為兼任教師，並得免送著作。
新聘教師著作送審名額以擬聘名額二倍為限。
本院各等級專業技術人員新聘及升等應依本校聘任專業技術人員擔任教學送外審查意見表辦理外審作業。

第二章 新 聘

- 第六條 講師之聘任需具有碩士學位，曾擔任教學、研究或臨床工作二年以上成績優秀者，或取得博士學位者。
- 第七條 助理教授之聘任以具有博士學位者為原則。或具有碩士學位且曾從事與獸醫學有關之研究工作、職業或職務四年以上，獲有歐美紐澳獸醫師協會專科獸醫師認證，並有專門著作者。
- 第八條 副教授之聘任以取得博士學位後曾擔任助理教授三年以上或相當職位之研究工作四年以上，在該學術領域有重大貢獻或創見者為原則。
- 第九條 教授之聘任以取得博士學位後曾擔任副教授三年以上，在該學術領域有重大貢獻或創見者為原則。
- 第十條 具有教育部頒發教師證書者，得依其教學與研究著作聘任為本院講師、助理教授、副教授、教授等各等級教師。
- 第十一條 本院新聘教師需公開甄選，屬學院員額由所屬系（所）教師二分之一以上同意，並

經系（所）教評會評審通過後，送院教評會評審。

擬新聘之編制內專任教師如其最高學歷為聘任單位授予，應於學位取得後曾任其他公私立機構從事與所習學科有關之專任教學、研究工作、專門職業或職務兩年以上之經歷。惟具有獸醫特殊專長、獲有歐美紐澳獸醫師協會專科獸醫師認證或學術優異表現且經本院教評會審議通過者，不在此限。

第三章 升 等

第十二條 本院各等級教師升等須符合下列之規定：

- 一、講師擬升助理教授者，須曾任講師三年以上，成績優良，有相當於博士論文水準之專門著作。
- 二、助理教授擬升副教授者，須曾任助理教授三年以上，成績優良，並有專門著作。
- 三、副教授擬升教授者，須曾任副教授三年以上，成績優良，有相當於學術獎勵標準之專門著作。

前項所定成績優良，除成績證明外，並得繳交其他學術或專業成就證明文件資料，以為成績優良之證明。

年資之計算至升等生效時為準。

第十三條 院教評會按擬升等教師之教學、研究、服務與合作等三項予以評審。

一、教學

依任教課程、教學貢獻度、教材教案、參與核心課程、教學評量與改進措施等五項評分。

二、研究

(一) 代表論文：

1. 依據論文「學術水準」及「宣讀表達與應對」等二項評分。
2. 病例報告、簡報型論文及綜合評論等不屬原始完整研究論著之著作不得為代表論文。
3. 著作應為任職於本校聘任單位期間完成，並載有本校校名與所任職單位之名稱。

(二) 參考論文：

1. 依任職現等級算至升等日止發表之論文評分，且至遲應於外審前提出被期刊、出版單位接受之證明函件。
2. 取得現等級之學位論文及其所發表之著作，如能註明與原論不同處者，減半計分。
3. 升等或改聘時使用之學術著作，以在本校任教期間現職等級內發表為原則，在教師他校任教期間或前一等級之學術著作，經系（所）、院教評會通過者，得予減半計分。
4. 病例報告刊載於具有審查制度之學術期刊者視同全文論文。

三、服務與合作

依參與服務、計畫成效、輔導學生、社會責任實踐成果及校外服務等五項評分。

第四章 改 聘

第十四條 本院教師改聘評審項目與標準比照升等教師辦理。

取得教育部高一等級教師證書之兼任教師申請改聘時，得採本院兼任教師改聘評審表評審之。如已獲中央研究院院士、曾獲國家科學及技術委員會傑出獎、特約研究人員獎、教育部學術獎、國家講座、傑出人才發展基金會傑出人才講座、吳大猷獎者，得採免評分方式辦理審查。

第十五條 本院教師取得教育部頒發之高一等級教師證書，在最近三年內有專門著作者，得改聘為高一等級教師。

第十六條 具博士學位之新聘講師得於到任一年後申請改聘為助理教授，惟不得以博士學位論文或相同著作申請改聘。

第五章 附 則

第十七條 第本院教師該學年度留職留薪、留職停薪超過半年以上，或即將離校達半年以上，不得提出升等、改聘。

第十八條 擬升等或改聘教師須於本院公開宣讀代表論文（或學位論文），無故不到場宣讀者不予審查，因重大事故請假經該系（所）主管提請院長同意者得補行宣讀一次。

第十九條 教師之升等、新聘、改聘與延長服務案一學期辦理一次，各系（所）應於本院規定期限前將有關資料送達本院。

第二十條 院教評會評審結果應於七日內以書面通知當事人。

第二十一條 本辦法未盡事宜，依相關規定辦理。

第二十二條 本辦法及評審標準經院務會議通過，報請校長核定後實施，修正時亦同。

（完整修正歷程）

89年1月28日經院務會議通過

91年7月29日院務會議修正

92年10月6日院務會議修正

94年9月19日院務會議修正（第12條）

95年9月29日院務會議修正（第12條）

96年2月14日院務會議修正（第4、5、7、16、17條）

96年9月13日院務會議修正（第5、12條）

97年9月12日院務會議修正（第4條）

98年2月25日院務會議修正（第3、4、23條）

98年9月16日院務會議修正（第15條）

101年8月29日院務會議修正（第23條）

102年3月13日院務會議修正（第22條）

102年9月27日院務會議修正（第3、5、13、22條）

103年3月26日院務會議修正（第14、15、17、22、23條）

103年10月3日院務會議修正（第13、14、15、22、25條）

104年1月23日院務會議修正（第14、23條）

105年3月28日院務會議修正（第12條）

105年9月30日院務會議修正（第12-26條）

106年3月22日院務會議修正（第8、12-25條）

106年9月14日院務會議修正（第13、14、17、22條）

107年3月30日院務會議修正（第14條）

108年3月22日院務會議修正（第15條）

108年6月26日院務會議修正（第3、4、12-16、18、20-22條）

110年10月14日院務會議修正（第22、23條）

112年4月24日院務會議修正（第15條）

112年9月19日院務會議修正（全條文）

NATIONAL CHUNG HSING UNIVERSITY
COLLEGE OF VETERINARY MEDICINE
Regulations for Faculty Appointment and Promotion

Amended by the College Affairs Meeting on September 19, 2023

Chapter 1 General Provisions

- Article 1 The Regulations are formulated in accordance with Article 2 of the “*NCHU Organizational Charter of the Faculty Evaluation Committee for Each College*” and other related regulations.
- Article 2 The appointment, promotion, and change of appointment for faculty must first be reviewed and approved by the Department/Institute Faculty Evaluation Committee, followed by evaluation by the College Faculty Evaluation Committee in accordance with the regulations. With a quorum of two-thirds of all members and approval by a two-thirds majority of the voting members of the College Faculty Evaluation Committee, the case shall be submitted to the University Faculty Evaluation Committee for further review. The evaluation standards and evaluation forms shall be established separately. The appointment of specialists shall be in accordance with *NCHU Guidelines for Appointing Specialists as Instructors* and *College of Veterinary Medicine Norms for Appointing Specialists as Instructors*. The appointment, promotion, and the change of appointment cases of college-appointed faculty shall be directly submitted to the College Faculty Evaluation Committee for review.
- Article 3 The works referred to in these regulations must comply with Article 4 of *NCHU Faculty Promotion Review Standards and Publication Review Guidelines*.
- Article 4 The academic research achievements must conform to the minimum standards set by the department/institute before applying for a new appointment, promotion, or the change of appointment. The college-appointed faculty will be reviewed based on the applicant's expertise, in accordance with the minimum standards set by the relevant department/institute.
- Article 5 Faculty appointment, promotion, and change of appointment require external review of their works. However, candidates who meet any of the following criteria and whose academic teaching rank accreditation certificate is not required for review may be granted exemption from the external review:
1. Outstanding scholars comply with the Article 3, Paragraph 1 of *NCHU Regulations for Faculty Appointments and Promotions*, appointed to management positions or as part-time lecturers at NCHU and who have an academic teaching rank accreditation certificate awarded by the Ministry of Education that is appropriate for the proposed academic rank.
 2. Current distinguished research fellows, research fellows, and associate research fellows of Academia Sinica who are to be appointed as part-time lecturers at NCHU.

3. Appointing NCHU doctoral students who teach in a foreign language and hold a master's degree as adjunct faculty may not require external review.

The quota for review submissions for faculty appointments is limited to twice the number of proposed appointments.

The appointment and promotion of specialists at all levels shall be in accordance with the *External Review Opinion Form for Appointing Specialists as Instructors* for the external review process.

Chapter 2 New Appointments

Article 6 The appointment of instructors requires a master's degree, with at least two years of outstanding experience in teaching, research, or clinical work, or the attainment of a doctoral degree.

Article 7 The appointment of assistant professors is generally based on the requirement of a doctoral degree. Alternatively, a candidate with a master's degree who has engaged in research, work, or positions related to veterinary medicine for at least four years, holds certification as a specialist veterinarian by the veterinary associations in Europe, the United States, New Zealand, or Australia, and has authored specialized works, may also be considered.

Article 8 The appointment of associate professors is based on the requirement of having held the position of assistant professor for at least three years after obtaining a doctoral degree, or having engaged in research work in the relevant field for at least four years, with significant contributions or innovations in the academic field.

Article 9 The appointment of professors is based on the requirement of having held the position of associate professor for at least three years after obtaining a doctoral degree, with significant contributions or innovations in the academic field.

Article 10 Those having a teaching certificate issued by the Ministry of Education may be appointed as instructors, assistant professors, associate professors, or professors in the college, based on their teaching and research achievements.

Article 11 New faculty appointments must go through a public selection process. The appointment requires the approval of more than half of the department/institute faculty, review and approval by the Department/Institute Faculty Evaluation Committee, and submission to the College Faculty Evaluation Committee for review.

If the highest degree of the newly appointed full-time faculty members was awarded by the appointing institution, they must have at least two years of experience in full-time teaching, research, specialized professions, or positions related to their field of study at other public or private institutions after obtaining their degree. However, those with specialized veterinary expertise, certification as a specialist veterinarian from the European, American, or Australasian Veterinary Associations, or those with exceptional academic performance approved by the College Faculty Evaluation Committee are exempt from this requirement.

Chapter 3 Promotion

Article 12 The promotion of faculty at all levels must comply with the following regulations:

1. An instructor may only be promoted to assistant professor if they have completed at least three years of service as an instructor, can demonstrate outstanding performance, and have published academic works considered equivalent to a doctoral dissertation.
2. An assistant professor may only be promoted to associate professor if they have completed at least three years of service as an assistant professor, can demonstrate outstanding performance, and have published academic works.
3. An associate professor may only be promoted to professor if they have completed at least three years of service as an associate professor, can demonstrate outstanding performance, and have published academic works that meet the criteria for academic awards.

The "excellent performance" mentioned in the previous paragraph may be demonstrated not only through performance certificates but also by submitting other academic or professional achievement documents as proof of excellent performance.

The calculation of years of service is based on the effective date of the promotion.

Article 13 The College Faculty Evaluation Committee shall evaluate the Teaching, Research, Service and Cooperation of the faculty member.

1. Teaching

The evaluation is based on five criteria: Teaching Courses, Teaching Contribution, Teaching Materials and Lesson Plans, Core Courses Participation, Teaching Assessment and Improvement Measures.

2. Research

(1) Representative Paper

- A. Evaluate based on the criteria of "academic quality" and "presentation and responses."
- B. Case reports, presentation-style papers, and comprehensive reviews that do not constitute original and complete research works cannot be used as representative papers.
- C. The work must be completed during the tenure at the appointed unit and include the name of the institution and the unit.

(2) Reference Papers

- A. Evaluated papers are those published from the start of the current rank to the promotion date. Proof of acceptance by journals or publishing units must be submitted no later than the external review.
- B. The degree thesis at the current position level and its related published works may be scored at half value if the differences from the original thesis are clearly stated.
- C. Academic publications for promotion or change of appointment should, in principle, be published during the current position level while teaching at NCHU. Academic publications from the teaching period at another institution or from the previous position level may be scored at half value, subject to approval by the Department/Institute and College Faculty Evaluation Committees.

D. Case reports published in academic journals with a peer review system are considered equivalent to full research papers.

3. Service & Cooperation

The evaluation is based on five criteria: Service Participation, Project Outcomes, Student Mentorship, Social Responsibility Outcomes and External Service.

Chapter 4 Change of Appointment

Article 14 The evaluation items and standards for a change of appointment are handled in the same manner as for promotion.

Instructors with a higher-level teacher certification issued by the Ministry of Education who apply for a change of appointment shall be evaluated using the faculty change of appointment to adjunct faculty evaluation form. Faculty who have been awarded the Academia Sinica Academician title, the National Science and Technology Council Outstanding Award, the Special Researcher Award, the Ministry of Education Academic Award, the National Chair Professorship, the Outstanding Talent Lecture of the Outstanding Talent Development Foundation, or the Wu Ta-You Award may undergo the review process without scoring.

Article 15 Faculty members who have received a higher-ranking academic accreditation certificate from the Ministry of Education and who have published academic works in the preceding three years may apply for their appointment to be changed to that of a higher academic rank.

Article 16 Instructors with a doctoral degree who have been in the position for one year may apply for a change of appointment as assistant professors.

Chapter 5 Supplementary Provisions

Article 17 Faculty who are on leave with pay, leave without pay for more than six months, or are about to leave the institution for six months or more within the academic year are not eligible to apply for promotion or change of appointment.

Article 18 Faculty apply for promotion or change of appointment must present their representative paper (or thesis) publicly. Those who fail to attend without a valid reason will not be reviewed. In the event of a major emergency leading to leave, the presentation may be rescheduled once with the approval of the department/institute head and the dean.

Article 19 The promotion, new appointment, reappointment, and extension of service for faculty are processed once per semester. Each department/institute should submit the relevant materials to the institution within the specified deadline.

Article 20 The results of the evaluation by the College Faculty Evaluation Committee should be notified to the concerned parties in writing within seven days.

Article 21 Any matters not covered by these regulations shall be handled in accordance with relevant provisions.

Article 22 The Regulations and evaluation standards shall be implemented upon approval by the College Affairs Meeting and the President. Any amendments shall follow the same process.

(updated 2024/12/04)