

國立中興大學獸醫學院院長遴選、續聘及解聘要點

97年2月25日院務會議通過
97年5月30日院務會議修正(第2點)
98年2月25日院務會議修正(第4點)
98年9月16日院務會議修正(第4點)
99年3月29日院務會議修正(第4點)
99年8月11日院務會議修正(第4點)
100年3月18日院務會議修正(第4點)
102年9月27日院務會議修正(第4、7點)
103年9月19日院務會議修正(第4、10點)
104年3月27日院務會議修正(第2、4、7點)
106年9月14日院務會議修正(第4點)
109年3月25日院務會議修正(第4點)
112年4月24日院務會議修正(第4、7點)
112年9月19日院務會議修正(第1-7、9-11點)

- 一、本要點依據「國立中興大學院長遴選、續聘及解聘辦法」訂定之。
- 二、本院於原任院長任期屆滿四個月前或因故出缺後一個月內，由原任院長或其職務代理人簽請校長成立遴選委員會(以下簡稱遴委會)，委員會置委員九人，由下列人員擔任之：
 - (一)由各系所分別推薦本院編制內專任講師以上教師代表一至三人，造冊後經院務會議推選產生委員四人。各系所當選人數以二人為上限。
 - (二)由各系所分別推薦院外傑出學術界人士二人，造冊後經院務會議推選產生委員四人。
 - (三)其餘一人由校長遴派。前項委員推選時，應各酌列候補委員。
- 三、遴委會第一次會議，由校長或校長指派一人擔任召集人，並由委員互推一人為主席，負責主持會議及後續各次會議之召集。委員應親自出席，三分之二以上出席始得開議，表決時經二分之一以上出席委員同意為通過。
- 四、遴委會之職責：
 - (一)訂定院長遴選作業時程、候選人登記期限及候選人產生方式。
 - (二)接受候選人登記。
 - (三)審查候選人之資格、條件、及其所提個人資料，並公告之。
 - (四)處理選舉糾紛或其他有關之偶發事件。
 - (五)應本於公正、獨立自主之精神執行遴選任務，就候選人中推選一至三人，依姓名筆劃順序排列，併同其個人詳細資料及書面意見，於原任院長任期屆滿二個月前，送請校長圈選擇聘之。
遴委會僅推選一人而未能為校長接受時，由校長交由本院另組遴委會進行遴選或依第八點規定辦理。
 - (六)院長遴選過程，在遴選結果未公布前，參與之委員及有關人員應嚴守秘密，但其他法律另有規定或遴委會依法決議者，不在此限。
 - (七)新任院長任命後即自動解散。
- 五、遴委會委員有下列情形之一者，經遴委會確認後，解除其職務：
 - (一)同意為院長候選人。
 - (二)因故無法參與遴選作業。

(三) 與候選人有配偶、三親等內之血親或姻親或曾有此關係。

(四) 與候選人有學位論文指導之師生關係。

遴選委員會委員有前項不得擔任委員之事由而繼續擔任或有具體事實足認其執行職務有偏頗之虞經檢舉者，經遴選委員會決議後，解除其職務。

前二項所遺委員職缺，按第二點規定之身分別遞補之。

六、院長候選人應符合以下資格：

(一) 具教授資格，且未曾因違反學術倫理而受校教師評審委員會處分。

(二) 具有學術成就、教學認真、服務熱忱、行事公正、品德高尚及行政能力。

(三) 最近五年於 SCI 期刊發表論文〔含發明專利、新品種育成、技術移轉等成果〕三篇(件)(第一作者或通訊作者)以上或曾主持三年以上國家科學及技術委員會研究型計畫者或曾獲校級教學或服務特優獎勵者。前述之著作均須符合本校「教師升等評審標準暨聘任升等著作送審準則」之規定。

(四) 經本院編制內專任講師以上教師四分之一以上同意。以不記名投票，統計至確定同意或不同意時即告中止，票數不予公開。選舉人不含借調、於國外全職進修及其他事由留職停薪之教師。

七、院長繼任人選為校外人士時，應由學校核撥員額，由本院相關系所依新聘教師聘任程序聘為專任教授。

八、當本院遴選院長人選發生困難時，為免院務脫節，校長可逕聘適當人選擔任之。

九、院長之任期三年，由八月一日或二月一日起聘，連選得連任一次。院長任期中有特殊情況發生，得由校長交議或經院務會議代表二分之一以上連署提不適任案，由校長召開院務會議，經院務會議全體代表三分之二以上之同意，由校長解除其院長職務，並依規定成立遴選委員會另行遴選。

十、本要點未盡事宜，依教育部及本校相關法規辦理之。

十一、本要點經院務會議通過，報請校長核定後實施，修正時亦同。

**NATIONAL CHUNG HSING UNIVERSITY
COLLEGE OF VETERINARY MEDICINE**

Directives for the Selection, Renewal, and Dismissal of the Dean

Amended by the College Affairs Meeting on September 19, 2023 (Articles 1-7, 9-11)

Article 1 The Directives are formulated in accordance with the NCHU *Regulations for the Selection, Renewal, and Dismissal of Deans in Colleges*.

Article 2 No later than four months before the expiration of the Dean's term, or within one month after the office of the Dean becomes vacant for cause, the Dean or acting representative shall submit a request to the President to establish the Dean Selection Committee ("the Committee"). The Committee shall consist of nine members, composed as follows:

1. Four Internal Faculty Representatives: Each academic unit shall nominate one to three full-time faculty members above the rank of Lecturer, from which four members shall be elected by the College Affairs Meeting. Each department may elect up to two representatives.
2. Four External Academic Representatives: Each academic unit shall recommend two external scholars, of whom four shall be elected by the College Affairs Meeting.
3. One Presidential appointee.

Alternate members shall be proposed during the election process.

Article 3 The President or their appointed designee shall convene the first meeting of the Committee. The Committee shall elect a member as the convener and chairperson to preside over meetings and coordinate subsequent sessions.

Committee members must attend the meetings in person. A quorum shall consist of at least two-thirds of the members. Resolutions shall pass with the agreement of more than half of those present.

Article 4 The Committee shall be responsible for the following:

1. Formulating the timeline, registration period, and procedures for selecting candidates.
2. Accepting and reviewing candidate applications.
3. Verifying candidates' qualifications, conditions, and supporting documents, and announcing the results.
4. Addressing disputes or unforeseen issues during the selection process.
5. Recommending one to three candidates to the President, listed by surname, at least two months before the expiration of the Dean's term.

If the Committee recommends only one candidate and the President does not approve this recommendation, the President may instruct the College to reconvene a new Selection Committee or proceed in accordance with Article 8.

6. During the selection process, until the results are publicly announced, all Committee members and related individuals must maintain confidentiality unless otherwise required by law or the Committee's decision.
7. The Committee will automatically dissolve after the appointment of the new Dean.

Article 5 A Committee member shall forfeit their position if any of the following conditions are met:

1. They agree to be nominated as a Dean candidate.
2. They are unable to fulfill their duties as a member.
3. They are related to a candidate by blood or marriage (up to the third degree).
4. They have previously served as the thesis advisor for a candidate.

If any Committee member continues to serve despite falling under one of these conditions or if there is evidence suggesting bias in the execution of their duties, the Committee may remove them from their position.

Vacancies caused by the removal of Committee members will be filled in accordance with the procedures specified in Article 2.

Article 6 Candidates for Dean must meet the following criteria:

1. Hold the rank of Professor and have no record of academic ethics violations as determined by the University Faculty Evaluation Committee.
2. Demonstrate substantial academic achievements, a strong commitment to teaching, service, fairness, integrity, and administrative ability.
3. Fulfill at least one of the following within the past five years:
 - Published at least three SCI-indexed papers as first or corresponding author, including achievements such as patents, new species development, or technology transfer.
 - Served as Principal Investigator for a National Science and Technology Council research project for three or more years.
 - Received a university-level teaching or service award.

The aforementioned published works must comply with the standards stipulated in the *NCHU Faculty Promotion Review Standards and Publication Review Directives*.

4. At least one-quarter of the full-time faculty members within the College, above the rank of Lecturer, must agree to the candidate. Voting will be conducted anonymously, and the process will end once the result is confirmed, without disclosing the vote count. Voters will not include faculty on temporary transfer, those studying abroad, or those on unpaid leave.

Article 7 If the selected candidate for Dean is from outside NCHU, the university will allocate a faculty position, and the appropriate academic units will follow the hiring procedures for new faculty to appoint the individual as a full-time professor.

Article 8 If the College encounters difficulties in selecting a Dean, to avoid administrative disruption, the President may directly appoint the Dean.

Article 9 The Dean's term of office shall be three years, with eligibility for reappointment once. If special circumstances arise during the Dean's term, the President may initiate a discussion. Alternatively, if more than half of the representatives at the College Affairs Meeting sign

a written petition indicating that the Dean is unsuitable for the position, the President may convene a College Affairs Meeting. If two-thirds of the meeting's representatives agree, the President may dismiss the Dean and initiate a new selection process in accordance with these directives.

Article 10 Matters not addressed by these directives shall be subject to the relevant regulations of the Ministry of Education and NCHU.

Article 11 The Directives shall be implemented upon approval by the College Affairs Meeting and the President. Any amendments shall follow the same procedure.

(updated 2024/12/13)