

國立中興大學醫學院院長遴選、續聘及解聘要點

Guidelines for the Selection, Reappointment, and Dismissal of the Dean of the College of Medicine, National Chung Hsing University

114年2月6日院務會議通過(114年2月17日簽奉校長核備)

Approved by the College Affairs Meeting on February 6, 2025 (Ratified by the President on February 17, 2025)

- 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。
 1. These guidelines are established in accordance with the "Regulations for the Selection, Reappointment, and Dismissal of Deans at National Chung Hsing University."
- 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），辦理繼任院長人選之遴選事宜，委員會置委員十一人，由下列人員擔任之：
 - (一) 由各系所分別推薦本院專任講師以上教師代表二至三人，造冊後經院務會議推選產生委員五人及候補委員三人。各系、所、學位學程教師擔任遴委會之委員至多一人為限。
 - (二) 由各系所分別推薦院外傑出學術界人士三人，造冊後經院務會議推選產生委員五人及候補委員三人。各系、所、學位學程推薦擔任遴委會之委員至多一人為限。
 - (三) 校長遴派委員一人。
 - (四) 委員均為無給職，但校外委員得依相關規定支給出席費及交通費。
2. The selection process for a new dean shall commence either four months before the current dean's term ends or within one month after a vacancy arises. The outgoing dean or acting dean shall request the president to establish a Selection Committee (hereinafter referred to as the "Committee") to oversee the selection process. The Committee shall consist of 11 members, appointed as follows:
 01. Each department or institute shall recommend 2 to 3 full-time faculty members at the lecturer level or above. The College Affairs Meeting shall elect 5 committee members and 3 alternates from these recommendations.

Each department, institute, or degree program may have at most one representative on the Committee.

02. Each department or institute shall recommend 3 distinguished external academic figures. The College Affairs Meeting shall elect 5 committee members and 3 alternates from these recommendations. Each department, institute, or degree program may have at most one representative on the Committee.

03. The president shall appoint one member.

04. Committee members serve without compensation, but external members may receive attendance and transportation fees in accordance with relevant regulations.

三、遴選委員會第一次會議，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，不得委託他人代理，應有三分之二以上委員出席始得開議，表決時經二分之一以上出席委員同意始得決議。

3. The Committee's first meeting shall be convened by the president or a designated representative, who will serve as the convener, and the committee members shall elect a chairperson responsible for presiding over meetings; members must attend in person and may not appoint proxies, meetings require a quorum of at least two-thirds of the members to proceed, and decisions shall be made by a majority vote of attending members.

四、遴選委員會之職責：

(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，就合格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、遴選委員會

及選舉人投票結果，於原任院長任期屆滿二個月前，送請校長圈選擇聘之。

- (六) 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十點規定辦理。
- (七) 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。
- (八) 新任院長任命後即自動解散。

4. The responsibilities of the Committee include:

- 01. Establishing the selection schedule, candidate registration deadline, and nomination procedures.
- 02. Accepting candidate registrations.
- 03. Review the qualifications, conditions, and personal information provided by candidates and announce them.
- 04. Handling election disputes or other related incidents.
- 05. Conducting the selection process with fairness and independence. The Committee shall recommend 1 to 3 qualified candidates, listed in order of their names' stroke count. Their detailed information, written opinions, and voting results shall be submitted to the president for final selection at least two months before the current dean's term ends.

If only one candidate is recommended and is not accepted by the president, a new Committee shall be formed, or an alternative procedure shall be followed as specified in Article 10.

- 06. Ensuring confidentiality throughout the selection process until results are announced, except where required by law or authorized by the Committee.
- 07. The Committee shall automatically dissolve after the appointment of the new dean.

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) 登記或同意為院長候選人者。
- (二) 因故無法參與遴選作業，聲明放棄者。
- (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。

遴委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，經遴委會決議後，解除其職務。

前二項所遺委員職缺，按身分別依第二點規定之候補委員遞補之。

5. A committee member shall be removed from their position if any of the following conditions apply, as confirmed by the Committee:
- 01. They register as a candidate or consent to being nominated.
 - 02. They voluntarily resign due to inability to participate in the selection process.
 - 03. They have a spousal, blood, or in-law relationship within three degrees with any candidate.
 - 04. They have had a thesis advisor-student relationship with any candidate.

If a committee member continues to serve despite meeting any of the above disqualifications, or if there is evidence suggesting a conflict of interest, the Committee may vote to remove them.

Vacancies shall be filled by alternate members based on the original selection method in Article 2.

六、 院長候選人應符合以下資格：

- (一) 其專業應屬基礎醫學、臨床醫學、公共衛生或醫學人文領域。
- (二) 不限本院或本校教師，可同意接受推薦或自我推薦登記者。
- (三) 具教育部部定教授資格者。
- (四) 最近五年於SCI、SSCI或A&HCI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。

(五) 具備良好服務熱忱及行政協調能力，並具有品德高尚者。

(六) 未曾因違反學術倫理而受校教師評審委員會處分者。

6. Candidates for dean must meet the following qualifications:

01. Specialization in basic medicine, clinical medicine, public health, or medical humanities.

02. Open to faculty from outside the College or University, including self-nominated or nominated individuals.

03. Must hold a Ministry of Education-certified professorial qualification.

04. In the past five years, they must have:

Published at least three papers (as first or corresponding author) in SCI, SSCI, or A&HCI journals, or produced significant research achievements (e.g., patents, new plant varieties, technology transfers), or led a National Science and Technology Council research project for at least three years, or received a university-level teaching or service excellence award. publications must comply with the university's "Faculty Promotion and Appointment Guidelines."

05. Must demonstrate strong commitment to service, administrative coordination skills, and high moral standards.

06. Must not have been disciplined for academic misconduct by the university's Faculty Review Committee.

七、 院長合格候選人產生方式

(一) 候選人徵求採登記申請或由遴委會就校內外具有院長候選人資格者做推薦（被推薦者至多二名），徵才訊息由委員會公告周知（包含本校網站首頁）。

(二) 候選人須提供基本資料、學經歷、著作與發明目錄、榮譽事蹟，以及對醫學院未來發展之願景與理念。

(三) 合於資格之候選人需安排於全院舉辦公開演講，並將相關資料提交遴委會。

(四) 以上候選人經本院選舉人以不記名投票方式進行，得票數需達全體選舉人之人數四分之一以上同意為合格候選人。

7. Selection Process for Qualified Candidates:

01. Candidates may apply through self-registration or be nominated by the Committee (up to two nominees). The call for candidates shall be publicly announced, including on the university website.

02. Candidates must submit personal information, academic and professional background, a list of publications and inventions, honors received, and their vision for the College's future development.

03. Qualified candidates shall present a public lecture to the College and submit relevant materials to the Committee.

04. Candidates must receive at least one-fourth of the total votes from eligible voters in a secret ballot election to be considered qualified.

八、選舉人資格：本院編制內專任教師、依教學醫院「教學研究合作協議書」聘任之專任及專案教師、及專任助理教授級以上之專業技術人員，且選舉當學期非休假研究、進修及借調至其他單位者。

8. Eligible Voters:

01. Full-time faculty within the College, including full-time and project-based faculty under teaching hospital collaboration agreements.

02. Full-time professional technical staff at the assistant professor level or above.

03. Voters must not be on leave, sabbatical, or secondment to another institution during the election semester.

九、院長繼任人選為校外人士時，應由學校核撥員額，並依本校教師借調處理要點第九點第二項規定之程序聘為專任教授。

9. If the selected dean is from outside the university, a faculty position must be

allocated and the appointment must follow the procedures outlined in the university's faculty secondment regulations.

十、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。

10. If the selection process encounters difficulties, the president may directly appoint an appropriate candidate to avoid administrative disruptions.

十一、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，並依規定成立遴委會另行遴選。

11. The dean's term is three years, starting on either August 1 or February 1, and may be renewed once.

If special circumstances arise during the term, the president may initiate a dismissal process upon proposal by at least half of the College Affairs Meeting representatives.

If approved by two-thirds of the representatives, the president may dismiss the dean and initiate a new selection process.

十二、本要點未盡事宜，依教育部及本校相關法規辦理之。

12. Any matters not covered in these guidelines shall be handled in accordance with regulations set by the Ministry of Education and the university.

十三、本要點經院務會議通過，報請校長核備後實施，修正時亦同。

13. These guidelines shall take effect upon approval by the College Affairs Meeting and ratification by the president. Any amendments shall follow the same procedure.