

義守大學國際商務學系新聘教師甄選委員會設置及甄選作業要點

99年7月25日校長准予備查公布全文

- 一、 本要點依據本校新聘教師聘任作業要點第八點訂定。
- 二、 本系設置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。
- 三、 本委員會組成方式：
 - （一） 由本系推派及院長指派副教授以上教師五至九名委員組成。委員任期一年，得連任之。
 - （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。
 - （三） 本委員會主席由院長就委員中指派一人擔任。
- 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。
- 五、 本系專任教師甄聘流程如下：
 - （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，由人事室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。

六、本要點如有未盡事宜，悉依本校相關規定辦理。

七、本要點經院教評會核備，陳請校長備查後實施。

Guidelines on Establishment of Selection Committee for New Teachers and Selection Procedures by Department of International Business at I-Shou University

Ratified and promulgated by the President on July 25, 2010

- I. The Guidelines on Establishment of Selection Committee for New Teachers and Selection Procedures by Department of International Business at I-Shou University (hereinafter referred to as the “Guidelines”) are enacted in accordance with Provision VIII of the Guidelines on Appointment of New Teachers at I-Shou University.
- II. The Department of International Business (hereinafter referred to as the “Department”) hereby establishes the Selection Committee for New Teachers (hereinafter referred to as the “Committee”) to take charge of affairs with respect to new faculty selection by the Department.
- III. Membership of the Committee:
 1. The Committee consists of five to nine members as appointed by either the Department or the Dean of the College of Management. The members shall be faculty members at or above the level of associate professor. The term of office for committee members is one year, and committee members may be re-appointed.
 2. The number of members appointed by the Department shall be one more than that appointed by the Dean. However, if the number of faculty members at or above the level of associate professor is less than the required number of committee members, any vacancy on the Committee shall be filled by any faculty member from the Department or other departments at the University as appointed by the Dean without meeting the requirements for the academic rank.
 3. One committee member shall be appointed by the Dean as the Chair of the Committee.
- IV. The quorum of a meeting requires at least two-thirds of total members. Only with the consent of more than half of the members present can a decision be made.
- V. The department-level selection procedure is as follows:
 1. In principle, the Committee shall submit the information on faculty openings and methods of application to the College and the President for ratification, and then deliver it to the Office of Human Resources for publication in popular newspapers, magazines and websites at home and abroad at least six months before the beginning date of the appointment of new full-time faculty members. After receiving applications, the College shall refer these applications to the Committee for new faculty selection. The open

recruitment period shall be a minimum of two months.

2. The Committee will not proceed to new faculty selection at the end of the application period unless a minimum of three applicants apply for certain post. If the number of applicants is less than three, only with consent of at least two-thirds of the members of the Committee can outstanding applicants be directly referred to the Committee for review. Otherwise, the Committee shall resume the recruitment procedure.
3. When the highest degree earned by an applicant is conferred by the University, such an applicant shall not be considered a candidate if he/she has not worked in teaching or research capacity in other institutions for at least two years after graduation. However, the foregoing rule is not applicable to applicants who possess specialties and have extraordinary accomplishments, and at the same time are recognized by the Committee.
4. Upon completion of new faculty selection, the Committee shall recommend selected candidates to the department-level Teacher Review Committee for review. For applicants not recommended by the Committee, the Committee shall elaborate on and submit reasons for not selecting those applicants to the College for future reference.

Under special circumstances, the requirements referred to in the foregoing paragraph may not necessarily be complied with upon recognition by the Committee and ratification by the President.

- VI. Any issues not mentioned herein shall be governed by relevant regulations and rules of the University.
- VII. The Guidelines become effective after being adopted by the college-level Teacher Review Committees and ratified by the President.

Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of these Guidelines, the Chinese language version shall prevail.