

義守大學餐旅管理學系新聘教師聘任作業要點

民國 98 年 4 月 1 日 97 學年度第 2 學期第 1 次系教評會議初訂通過

- 一、本要點依據「義守大學教師聘任辦法」第三條訂定之。本系新聘教師聘任之申請與審查，悉依本要點辦理。
- 二、本系新聘教師聘任程序：
 - (一)本系依系、院、校發展目標、師資現況、課程規劃等情形，擬妥中長程師資聘用計畫，以決定增聘師資員額及專長。
 - (二)本系設置「新聘教師甄選委員會」，以辦理新聘專任教師甄選作業，其作業要點依「義守大學餐旅管理學系新聘教師委員會設置及甄選作業要點」辦理之。
 - (三)由「新聘教師甄選委員會」完成甄選後，將推薦人選向系教師評審委員會推薦，如有不推薦者，應敘明理由送觀光餐旅學院備查。
 - (四)由系教師評審委員會於規定期限內完成推薦及審議。
 - (五)其聘任作業流程依「義守大學新聘教師作業流程」規定辦理。
- 三、新聘教師作業以每學期辦理一次，並以每學期開始（八月一日或二月一日）起聘日期為原則。
- 四、本系新聘教師之聘任資格依「義守大學教師聘任辦法」規定辦理。
- 五、本要點如有未盡事宜，悉依本校相關規定辦理。
- 六、本要點經系教評會、院教評會、校教評會審議通過，陳請校長核定後實施，修正時亦同。

Guidelines on Appointment of New Teachers by Department of Hospitality Management at I-Shou University

Adopted on April 1, 2009 at the first meeting of the department-level Teacher Review Committee in the second semester of the academic year 2008

I. The Guidelines on Appointment of New Teachers by Department of Hospitality Management at I-Shou University (hereinafter referred to as the “Guidelines”) are established in accordance with Article 3 of the Regulations for Faculty Appointment of the University. Application and review concerning new teacher appointment shall be subject to the Guidelines.

II. New teachers appointment procedure:

1. The Department shall draw up mid- and long-term faculty appointment projects on the basis of the development objectives of the Department, the College and the University, the existing faculty and curriculum planning, in order to determine the expected number of new teachers and expertise required.
2. The Department shall establish the Selection Committee for New Teachers to take charge of affairs with respect to department-level new faculty selection. The establishment of the Selection Committee for New Teachers and the selection procedure are subject to the Guidelines on Establishment of Selection Committee for New Teachers and Selection Procedures by Department of Hospitality Management at I-Shou University.
3. After the selection procedure has been completed by the Selection Committee for New Teachers, a list of recommended applicants shall be submitted to the department-level Teacher Review Committee. A list of applicants who are not recommended shall be filed by the College of Tourism and Hospitality along with the explanations for each application.
4. The department-level Teacher Review Committee is required to complete the procedure of recommendation and review within a given period.
5. The procedure of appointment is subject to the Procedure for

Appointment of New Teachers at I-Shou University.

III. In principle, initial appointments are made once each semester, and the beginning date of an appointment is the first day of each semester (i.e. February 1st or August 1st).

IV. The qualifications required for new teachers are subject to the Regulations for Faculty Appointment at I-Shou University.

V. Any issues not mentioned herein shall be subject to the regulations of the University.

VI. The Guidelines become effective after being adopted by the department, college, and university-level Teacher Review Committees as well as ratified by the President. The same procedure applies to any amendment to the Guidelines.

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.