

國立中興大學生命科學系主管選薦辦法

Regulations for the Nomination of the Heads in the Department of Life Sciences at National Chung Hsing University

91年4月9日動物系、植物系聯合系務會議通過訂定

96年3月21日系務會議通過第一次修訂

97年3月25日系務會議通過第二次修訂

98年5月6日系務會議通過第三次修訂

100年3月17日系務會議通過第四次修訂

101年6月15日系務會議通過第五次修訂

102年9月25日系務會議通過第六次修訂

109年2月18日系務會議通過第七次修訂

Approved by the Joint Department Affairs Meeting of the Department of Zoology and Botany on Apr. 9, 2002

Amended and approved for the first time by the Department Affairs Meeting on Mar. 21, 2007

Amended and approved for the second time by the Department Affairs Meeting on Mar. 25, 2008

Amended and approved for the third time by the Department Affairs Meeting on May 6, 2009

Amended and approved for the fourth time by the Department Affairs Meeting on Mar. 17, 2011

Amended and approved for the fifth time by the Department Affairs Meeting on Jun. 15, 2012

Amended and approved for the sixth time by the Department Affairs Meeting on Sep. 25, 2013

Amended and approved for the seventh time by the Department Affairs Meeting on Feb. 18, 2020

第一條 依據「國立中興大學生命科學院系所主管選薦辦法」，訂定本辦法。

Article 1 These guidelines are established in accordance with the "Regulations for the Nomination of the Department Heads, College of Life Sciences, National Chung Hsing University".

第二條 原任系主管任期屆滿前三個月，或因故出缺一個月內，由原任主管或職務代理人主

持成立選薦委員會（以下簡稱委員會），辦理繼任主管人選之選薦事宜。逾期尚未成立者，由院長召集成立之。

Article 2 Three months before the expiration of the incumbent department head's term or within one month in the event of a vacancy, the incumbent head or acting head shall establish a

Nomination Committee (hereinafter, “the Committee”) to handle the selection of the next department head. If the Committee is not established within the stipulated time, the Dean shall convene and establish it.

第三條 委員會之設置及權責：

Article 3 Structure and Responsibilities of the Committee

1、 委員五人，由本系專任講師（含）以上教師互選之。借調、進修休假之人員無選舉權與被選舉權。符合資格之教師人數不足時，得聘請系外傑出學術界人士擔任。委員會開會時，委員應親自出席，不得委託他人代理，應有三分之二(含)以上成員出席始得開議。

I. The Committee comprises five members elected from full-time faculty members (lecturers or above) in the Department of Life Sciences. Faculty members on secondment, study leave, or sabbatical are ineligible to vote or be elected. If there are insufficient eligible faculty members, distinguished external academic experts may be invited to serve as members. Meetings require the personal attendance of committee members and must have at least two-thirds of members present to proceed.

二、委員會成立後一星期內，由院長或院長指派一人召開第一次會議，由委員互選一人為主席兼召集人。

II. Within one week of the committee's formation, the Dean or a designated individual shall convene the first meeting, during which the members shall elect a chairperson who will also serve as the convener.

三、如當選委員發生下列情形時，由候補委員遞補之：

III. If any elected committee member encounters the following situations, an alternate member shall replace them:

1. 成為系主任初薦人選者。

1. Being nominated as a candidate for the department head.

2. 因故無法參與遴選作業，聲請放棄者。

2. Unable to participate in the selection process and voluntarily withdraw.

3. 與候選人有配偶、三親等內之血親或姻親或曾有此關係或有學位論文指導之師生關係。

3. Having a spousal, third-degree blood relative, or relative by marriage relationship with a candidate, or a teacher-student relationship involving thesis guidance.

4. 經委員會確認並決議解除職務者。

4. Being dismissed from the position as resolved by the Committee.

四、委員會應公開徵求、推薦或接受推薦合於資格之本系主管初薦人選，經各方面之徵詢瞭解與審查，並將合於資格之候選人名單及審查資料提交系選舉。

IV. The Committee shall openly solicit, recommend, or accept nominations for qualified initial candidates for department head. After consultation and review, the list of qualified candidates and relevant documents shall be submitted for departmental election.

五、委員會於新任系主管任命後，即自動解散。

V. The Committee shall automatically be dissolved upon the appointment of the new department head.

第四條 系主管候選人之資格：候選人須具有學術成就、服務熱忱、行事公正、品德高尚及行政能力之本校專任教授，且具有下列各目條件之一：

Article 4 **Qualifications of Department Head Candidates:** Candidates must be full-time professors at NCHU who demonstrate academic achievements, enthusiasm for service, impartiality, high moral character, and administrative ability. Additionally, they must meet at least one of the following criteria:

1、 於最近五年內發表於 SCI 期刊之研究論文[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。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。

1. Published at least three research papers (as the first author or corresponding author) in SCI journals within the past five years, including results such as patents, new crop varieties, or technology transfers. These publications must comply with the "NATIONAL CHUNG HSING UNIVERSITY Faculty Promotion Review Standards and Publication Review Guidelines".

2、 最近五年內曾主持三年以上科技部研究型計畫。

2. Led a research project funded by the National Science and Technology Council (NSTC) for at least three years within the past five years.

3、 最近五年曾獲校級教學或服務特優獎勵者。

3. Received university-level awards for excellence in teaching or service within the past five years.

第五條 選舉辦法：

Article 5 **Election Procedures**

1、 具選舉權人須為本系專任講師（含）以上專任教師。

1. Eligible voters must be full-time faculty members (lecturers or above) within the department.

2、 因休假研究、進修及借調而無法投票者，不列入選舉人數。

2. Faculty members on research leave, further studies, or secondment who are unable to vote shall not be included in the total number of eligible voters.

3、 選舉由委員會公告，以無記名方式對候選人逐一行使同意權，須有選舉權人數三分之二(含)以上投票始為有效。委員會就得票率達投票人數三分之二(含)同意之候選人中一人至三人，依姓名筆劃順序排列，併同其個人詳細資料及委員會書面意見後，於原任系所主管任期屆滿二個月前，報請院長商請校長擇聘之。

3. Elections shall be publicly announced by the Committee and conducted via secret ballot, with each voter expressing consent for candidates individually. The election is valid only if at least two-thirds of eligible voters participate. The committee shall rank one to three candidates who receive two-thirds or more of the votes in order of the number of strokes in their Chinese names, along with their detailed information and the Committee's written opinions. These shall be submitted to the Dean two months before the current department head's term expires for recommendation to the President for appointment.

4、 若得票率未達上列標準時，應重新選薦。

4. If no candidate meets the above vote threshold, a new round of nominations and elections shall be held.

第六條 系主管之任期為三年，連選得連任一次。

Article 6 The term of the department head is three years, and they may be re-elected for one additional term.

第七條 本系主管解聘及本辦法未盡事宜之規定，依據國立中興大學生命科學院系所主管選薦辦法規定辦理。

Article 7 The dismissal of the department head and matters not covered in these guidelines shall be handled in accordance with the "Regulations for the Nomination of the Department Heads, College of Life Sciences, National Chung Hsing University".

第八條 本辦法經本系系務會議通過，報請院長核備後實施，修正時亦同。

Article 8 These regulations and any amendments made hereto shall take effect upon approval by the Department Affairs Meeting and subsequent ratification by the Dean.

若中文版本與英文翻譯版本有任何差異，以中文版本為準。

In the event of any discrepancies between the Chinese version and its English translation, the Chinese version shall prevail.