

國立中興大學學士後醫學系主任選薦及解聘要點

National Chung Hsing University Post-Baccalaureate Medicine Regulations for Selection, Recommendation, and Dismissal of Department Chairs

113年7月11日、9月12日醫學教育發展推動小組會議通過

113年11月7日系務會議通過

Approved by the Medical Education Development Promotion Group Meetings on July 11, 2023, & September 12, 2023

Approved by the Department Affairs Meeting on November 7, 2023

一、依據國立中興大學（以下簡稱本校）組織規程第二十九條、國立中興大學各學院系所主管選薦及解聘辦法以及國立中興大學醫學院各系所主管選薦及解聘要點訂定之。

1. These regulations are formulated in accordance with Article 29 of the Organizational Rules of National Chung Hsing University (hereinafter referred to as "the University"), the "Regulations for Selection, Recommendation, and Dismissal of Supervisors for Departments and Institutes of the University," and the "Key Points for Selection, Recommendation, and Dismissal of Supervisors for Departments and Institutes in the College of Medicine."

二、原任系主任任期屆滿前三個月或因故出缺一個月內，應由本系成立選薦委員會（以下簡稱委員會）辦理繼任系主任人選之選薦事宜，逾期未成立者，由院長召集成立之。

2. Within three months before the expiration of the current department chair's term or within one month of a vacancy for any reason, the department shall establish a Selection and Recommendation Committee (hereinafter referred to as "the Committee") to handle the selection and recommendation of the next department chair. If the Committee is not established within the stipulated period, the Dean shall convene and establish the Committee.

三、委員會之設置及權責：

（一）置委員五人及候補委員一至三人，委員由院長、系教師代表三人（基礎與臨床教師至少各一人）、系外代表一人共同組成。系教師代表由系務會議推薦產生，系外代表由校長指派。

（二）當選之委員如有下列事項者，由候補委員依序遞補之。

1. 系主任候選人。

2. 因故無法參與遴選作業，聲明放棄者。

3. 與候選人有配偶、三等親內之血親或姻親，或有學位論文指導之師生關係者。

（三）委員會成立一個星期內，由院長或院長指派一人召開第一次會議，並由委員公推一人為召集人兼會議主席。委員會應有三分之二以上成員出席始得開議。

（四）委員會職責為公開徵求系主任候選人、受理登記申請或推薦候選人、審查申請人資格、公告候選人名單、訂定投票日期、監督選舉等相關事宜。

（五）委員會於新任系主任任命後即自動解散。

3. The establishment and responsibilities of the Committee:

- (1) The Committee shall consist of five members and one to three alternate members. Members include the Dean, three faculty representatives from the department (at least one from basic sciences and one from clinical sciences), and one external representative. Faculty representatives are recommended by the Department Affairs Meeting, while the external representative is appointed by the President.
- (2) If an elected member falls into any of the following categories, alternate members shall replace them in order: 1. Candidates for the department chair position. 2. Members who are unable to participate in the selection process and formally withdraw. 3. Members who are spouses, blood relatives, or in-laws within three degrees of the candidate, or have a thesis advisor-student relationship with the candidate.
- (3) Within one week of its establishment, the Committee shall hold its first meeting, convened by the Dean or a person designated by the Dean. Members shall elect a convener and chairperson from among themselves. Meetings require the attendance of at least two-thirds of the Committee members to proceed.
- (4) The Committee's responsibilities include openly soliciting candidates for department chair, accepting applications or recommendations, reviewing candidates' qualifications, announcing the list of candidates, setting the voting date, and supervising the election process.
- (5) The Committee shall automatically dissolve upon the appointment of the new department chair.

四、系主任候選人資格：

- (一) 醫學系畢業。
 - (二) 本校專任教師，或依教學醫院「教學研究合作協議書」聘任之專任及專案教師。
 - (三) 具教育部部定教授資格者。
 - (四) 具有下列本校各學院系所主管選薦及解聘辦法第三條規定候選人資格各目條件之一，其中著作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.最近五年於醫學院認可之國際期刊發表論文〔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。
 - 2.最近五年曾主持三年以上國家科學及技術委員會研究型計畫者。
 - 3.最近五年曾獲校級教學或服務特優獎勵者。
 - (五) 具備醫學教學、研究及臨床經驗，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。
4. Qualifications for department chair candidates:
- (1) Graduates of medical programs.
 - (2) Full-time faculty members of the University or full-time and project-based faculty appointed under a "Teaching and Research Cooperation Agreement" with a teaching hospital.
 - (3) Holders of professorial qualifications certified by the Ministry of Education.
 - (4) Meet at least one of the following criteria, as stipulated in Article 3 of the "Regulations for Selection, Recommendation, and Dismissal of Supervisors for Departments and Institutes of the University." Publications must comply with the University's standards for faculty promotion: 1. Published at least three papers (as the first author or corresponding author) in international journals recognized by the College of Medicine within the past five years, including inventions, new plant varieties, or technology transfers. 2. Served as the principal investigator of a research project funded by the National Science and Technology Council for

at least three years within the past five years. 3. Received a University-level award for excellence in teaching or service within the past five years.

(5) Demonstrate teaching, research, and clinical experience in medicine, with a strong commitment to service and administrative coordination, and possess high moral integrity.

(6) Have no record of academic misconduct resulting in disciplinary action by the University's Faculty Evaluation Committee.

五、選舉人資格：本系專任教師、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。

5. Eligibility to vote: Full-time faculty members of the department, full-time and project-based faculty appointed under a "Teaching and Research Cooperation Agreement" with a teaching hospital, and full-time professional technical personnel at the rank of assistant professor or above who are not on research, study, or secondment leave during the semester of the election.

六、系主任任期為三年，由八月一日或二月一日起聘，連選得連任一次。

6. The term of office for the department chair is three years, starting on August 1 or February 1, renewable once through re-election.

七、系主任遴選程序：

(一) 候選人徵求採登記申請或由委員會推薦，徵才訊息由委員會公告周知（包含本校網站首頁），候選人至少應有二人方進入遴選程序。

(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，以及對學士後醫學系未來發展之願景與理念。

(三) 委員會經各方面之徵詢、瞭解，得邀請合於資格之候選人公開演講，並將相關資料提交系辦理選舉。

7. Procedures for selecting the department chair:

(1) Candidates are solicited through self-application or Committee recommendation. Announcements will be made on the University's homepage. At least two candidates must proceed to the selection process.

(2) Candidates must provide basic information, academic and professional qualifications, a list of publications and inventions, honors, and their vision and goals for the future development of the Post-Baccalaureate Medical Program.

(3) After reviewing candidates' qualifications and consulting various stakeholders, the Committee may invite qualified candidates to deliver public presentations. Relevant information will then be submitted to the department for election.

八、系主任選舉程序：

(一) 投票日期、時間、地點至少應於投票日一周前公布。

(二) 選舉人以無記名方式對合於資格之候選人逐一行使同意權，須有選舉人三分之二以上投票始為有效，得票數達全體投票人數二分之一以上者為合格候選人。如合格候選人未達二人以上時，應重新選薦。

(三) 委員會應於原任系主任任期屆滿二個月前，由合格候選人中依得票數順序推薦二至三人至院，並註明得票數及得票率，共同簽署推薦書，報請院長後，並商請校長圈選一人核聘之。

8. Election procedures for the department chair:

(1) The voting date, time, and location shall be announced at least one week in advance.

(2) Voting is conducted anonymously, and voters indicate approval for each qualified candidate. The election is valid only if at least two-thirds of eligible voters participate. A candidate is deemed qualified if they receive votes from more than half of all participating voters. If fewer than two qualified candidates emerge, the selection process shall restart.

(3) At least two to three candidates, ranked by vote count, shall be recommended by the Committee two months before the current chair's term expires. A recommendation letter, signed jointly by the candidates, shall be submitted to the Dean, who will forward it to the President for final appointment.

九、系主任任期中有特殊情況發生，得由院長交議，或經該系務會議代表二分之一以上連署提不適任案，由院長召開系務會議，經該系務會議全體代表三分之二以上之同意，由院長簽請校長解除其主管職務，並依規定另行遴選。

9. During the department chair's term, in case of exceptional circumstances, the Dean may initiate discussions, or a proposal for dismissal signed by more than half of the department representatives may be submitted. The Dean shall convene a Department Affairs Meeting, and dismissal requires the approval of at least two-thirds of all representatives. The Dean will then forward the case to the President for final decision, and a new selection process will be initiated according to the regulations.

十、本辦法未盡事宜，悉依「國立中興大學各學院系所主管選薦及解聘辦法」以及「國立中興大學醫學院各系所主管選薦及解聘要點」規定之程序辦理。

10. Matters not covered by these regulations shall be handled in accordance with the "Regulations for Selection, Recommendation, and Dismissal of Supervisors for Departments and Institutes of the University" and the "Key Points for Selection, Recommendation, and Dismissal of Supervisors for Departments and Institutes in the College of Medicine."

十一、本辦法經系務會議通過，報請院長核備後實施，修正時亦同。

11. These regulations shall be implemented upon approval by the Department Affairs Meeting and the Dean's authorization. Amendments follow the same procedure.