

國立陽明交通大學研究人員聘任及升等審查辦法

National Yang Ming Chiao Tung University Regulations on the Appointment and Promotion Assessment of Research Personnel

111 年 12 月 21 日國立陽明交通大學 111 學年度第 1 次校務會議通過

Approved at the first university assembly meeting during the 2022–2023 academic year on December 21, 2022

第一條 國立陽明交通大學(以下簡稱本校)為辦理研究人員聘任及升等事宜，依大學研究人員聘任辦法及本校組織規程第四十八條規定，訂定國立陽明交通大學研究人員聘任及升等審查辦法(以下簡稱本辦法)。

Article 1 The National Yang Ming Chiao Tung University Regulations on the Appointment and Promotion Assessment of Research Personnel (hereinafter referred to as “the regulations”) were developed by National Yang Ming Chiao Tung University (hereinafter referred to as “NYCU” or “the university”) in accordance with Article 48 of NYCU’s charter to stipulate the appointment and promotion of research personnel.

第二條 本辦法所稱研究人員，係指本職為從事研究及相關工作之本校編制內專任人員。

Article 2 The term “research personnel,” as used in the regulations, refer to full-time NYCU staff who are employed to engage in research.

第三條 本校研究人員分研究員、副研究員、助理研究員及研究助理四級，其聘任資格如下：

Article 3 Research personnel are classified into four ranks: researchers, associate researchers, assistant researchers, and research assistants.

一、研究員應具下列資格之一：

1. A researcher shall possess one of the following qualifications:

(一)任大學副研究員三年以上成績優良，並有重要研究成果或專門著作者。

a. At least 3 years of experience as an associate researcher with outstanding academic performance at a university and publications in their field in the form of important research results or academic writing.

(二)具有博士學位或其同等學歷證書，曾在大學或研究機構從事相關之研究工作八年以上，並有重要研究成果或專門著作者。

b. A doctoral degree or equivalent credentials, at least 8 years of research experience at a university or research institution, and publications in their field in the form of important research results or academic writing.

二、副研究員應具有下列資格之一：

2. An associate researcher shall possess one of the following qualifications:

(一)任大學助理研究員三年以上，成績優良，並有重要研究成果或專門著作者。

a. At least 3 years of experience as an assistant researcher with outstanding academic performance at a university and publications in their field in the form of important research results or academic writing.

(二)具有博士學位或其同等學歷證書，曾在大學或研究機構從事相關之研究工作四年以上，並有重要研究成果或專門著作者。

- b. A doctoral degree or equivalent credentials, at least 4 years of research experience at a university or research institution, and publications in their field in the form of important research results or academic writing.

三、助理研究員應具下列資格之一：

3. An assistant researcher shall possess one of the following qualifications:

(一)任大學研究助理三年以上，成績優良，並有重要研究成果或專門著作者。

- a. At least 3 years of experience as a research assistant with outstanding academic performance at a university and publications in their field in the form of important research results or academic writing.

(二)具有博士學位或其同等學歷證書，成績優良，並有專門著作者。

- b. A doctoral degree or equivalent credentials, outstanding academic performance, and publications in their field in the form of important research results or academic writing.

(三)具有碩士學位或其同等學歷證書，曾在大學或研究機構從事相關之研究工作四年以上，並有重要研究成果或專門著作者。

- c. A master's degree or equivalent credentials, at least 4 years of research experience at a university or research institution, and publications in their field in the form of important research results or academic writing.

四、研究助理應具下列資格之一：

4. A research assistant shall possess one of the following qualifications:

(一)具有碩士學位或其同等學歷證書，成績優良，並有專門著作者。

- a. A master's degree or equivalent credentials, outstanding academic performance, and published academic writing.

(二)具有學士學位後，曾在大學或研究機構從事相關之研究工作六年以上，並有研究成果或專門著作者。

- b. A bachelor's degree, at least 6 years of research experience at a university or as a research assistant, and publications in their field in the form of important research results or academic writing.

前項人員與教師等級之比照，研究員比照教授、副研究員比照副教授、助理研究員比照助理教授、研究助理比照講師。

The ranks of research personnel are equivalent to the following ranks of teachers: a researcher is equivalent to a professor, an associate researcher is equivalent to an associate professor, an assistant researcher is equivalent to an assistant professor, and a research assistant is equivalent to a lecturer.

第四條 研究人員之聘任，應本公平、公正、公開之原則辦理，並於傳播媒體或學術刊物公告徵聘資訊。

Article 4 The appointment of research personnel shall be handled in accordance with the principles of fairness, impartiality, and openness. Vacancies shall be announced through the media or in academic journals to invite applications.

各單位須先由系級會議議決聘任目的、擬聘人員之專業類型及公開徵聘程序，前述新聘研究人員公告相關事宜，應先完成行政程序後，始得辦理。

Departmental meetings must be convened to discuss and decide each unit's purpose for employing research personnel, the expertise of the candidates, and the procedure for open recruitment. Administrative procedures must be completed before announcing research vacancies.

前開專業類型依其工作內容比重得分為：

Candidates' expertise shall be categorized according to the proportions of their required work:

一、研究型：專業技術服務佔20%、研究成果佔70%、其他服務佔10%。

1. Research candidates: 20% professional technical support, 70% research, and 10% other services.

二、一般型：專業技術服務佔45%、研究成果佔45%、其他服務佔10%。

2. General candidates: 45% professional technical support, 45% research, and 10% other services.

三、服務型：專業技術服務佔70%、研究成果佔20%、其他服務佔10%。

3. Service candidates: 70% professional technical support, 20% research, and 10% other services.

第五條 研究人員之聘任應比照教師經本校新聘教師委員會審查通過，前開審查事項依國立陽明交通大學教師聘任及升等審查辦法(以下簡稱教師聘任及升等審查辦法)第六條規定辦理。

Article 5 As with the appointment of teachers, the appointment of research personnel shall be deliberated and approved by the University New Teacher Committee. These deliberations shall be handled in accordance with Article 6 of the National Yang Ming Chiao Tung University Regulations on the Appointment and Promotion Assessment of Teachers (hereafter referred to as the "Regulations on the Appointment and Promotion Assessment of Teachers").

研究人員升等以每學期辦理一次為原則，升等生效日為次學期八月一日或二月一日。

Promotions for research personnel are handled once per semester, and promotions shall come into effect the following semester, either on August 1 or February 1.

聘任及升等分初審、複審及決審三階段進行。

Appointments and promotions shall be conducted in three rounds: the initial deliberation, the follow-up deliberation, and the final deliberation.

一、初審：

1. Initial deliberation

(一)初審由系級教師評審委員會（以下簡稱系級教評會）或比照本校系級教評會設置準則規定，組成之同性質組織辦理。聘任單位另得組成系級聯席會議辦理。

a. Initial deliberations shall be handled by the teacher evaluation committee in the respective department or another similar body that is organized in accordance with NYCU regulations on establishing a departmental teacher evaluation committee. The hiring unit may also convene a joint meeting at the departmental level for initial deliberations.

(二)系級教評會新聘審查作業應有二分之一以上委員出席，經出席委員二分之一以上決議同意為通過；升等審查作業須有三分之二以上委員出席，經出席委員三分之二以上同意為通過。

b. Appointment decisions require a quorum of one-half of all members of the departmental teacher evaluation committee and approval by one-half of all present members to pass. Decisions on promotions require a quorum of two-thirds of all members of the departmental teacher evaluation committee and approval from two-thirds of all present

members to pass.

(三)獲初審通過者，連同初審會議紀錄、當事人有關證件，於所屬院級單位所定收件截止日前送院級教師評審委員會（以下簡稱院級教評會）複審；如逾收件時間，致影響送審人權益，由各單位自行負責。

c. Candidates who pass the first round of deliberations shall be referred to the college teacher evaluation committee along with the meeting minutes and the candidate's documents for the follow-up deliberation. All documents must be submitted by the deadline indicated by the college; departments will be held responsible for any infringement on the rights and interests of the applicant.

二、複審：

2. Follow-up deliberation

(一)複審由院級教評會或比照本校院級教評會設置準則規定，組成之同性質組織辦理。

a. Follow-up deliberations shall be handled by the college teacher evaluation committee or another similar body organized in accordance with NYCU regulations on establishing a college teacher evaluation committee.

(二)院級教評會委員出席及決議須依第一款所訂人數始能開會或同意通過。

b. Quorums and majorities required for college teacher evaluation committee decisions are the same as those provided for the initial deliberation.

三、決審：

3. Final deliberations

研究人員決審作業由校級教師評審委員會（以下簡稱校級教評會）進行綜合性討論並評定。

The final decision on the appointment or promotion of research personnel shall be made by the university teacher evaluation committee following a comprehensive deliberation.

研究人員新聘與升等所需相關資料檢核表由人事室定之。

The NYCU Personnel Office provides a checklist of documents required from research personnel who are seeking employment or promotion.

(參考如附件一、附件二，各聘任單位依所訂規定得於表格增加欄位。)

(Please see attachments 1 and 2; each hiring unit may add fields to the checklist in accordance with the regulations).

第六條 研究人員具建立全校性研究或服務平台之績效，且於專業技術服務、研究成果、其他服務三項成績皆為及格者，得申請升等。申請升等之重要研究成果或專門著作須以本校名義發表並與所聘任單位研究領域相關。

Article 6 Research personnel may apply for promotion if they have established a university-wide research or service platform and have demonstrated qualifying performance in professional technical support, research, and other services. Important research results or academic writing submitted alongside the application for promotion must be published under NYCU and related to the hiring unit's field of research.

第七條 研究人員升等未獲通過者，各級教評會應將審查結果及理由，以書面通知當事人。

Article 7 If a research personnel's application for promotion is rejected, the committee or committees at

each level must notify the applicant of their reasons in writing.

當事人對升等結果如有不服，應於收到通知書之次日起七日內以書面敘明理由向上一級之院(校)級教評會提出申覆。

Applicants seeking to appeal the rejection of their application by the departmental or college teacher evaluation committee must submit a written appeal to the next-level teacher evaluation committee within 7 days of receiving the notification of their application's rejection.

申覆案之成立與否，其出席及議決委員人數應依第五條規定辦理。院(校)級教評會認為申覆成立時，應由原系(院)級教評會重行審議，每案以一次為限。

The appeal will be processed in accordance with the quorum provisions in Article 5. If the college (university) teacher evaluation committee accepts the appeal, the application will be reviewed again by the department (college) teacher evaluation committee. Only one appeal may be submitted for each application.

申覆不成立或升等未獲校級教評會通過者，當事人如有不服，應於收到通知書之次日起三十日內以書面敘明理由向本校教師申訴評議委員會提出申訴。

Applicants seeking to contest the denial of their appeal or the rejection of their application for promotion by the university teacher evaluation committee must submit a petition to the NYCU Faculty Appeals and Review Committee within 30 days of receiving notification of the rejection of their application.

第八條 研究人員經所屬單位同意並經系(院)教評會審議通過聘為兼任教師者，得進行相關科目之教學工作，每週授課四小時以內不發給鐘點費(不包括寒暑期課程)。有關辦理教師資格審查比照本校兼任教師相關規定辦理。

Article 8 Research personnel who are appointed as part-time teachers following approval from their hiring unit and the departmental (college) teacher evaluation committee may teach in subjects related to their expertise. Hourly wages shall not be paid for less than 4 hours of teaching per week (not including classes during winter or summer vacation). The teaching qualifications of research personnel shall be reviewed in accordance with NYCU provisions applicable to part-time teachers.

第九條 研究人員專業技術服務、研究成果、其他服務等審查級(次)數、項目、評定基準、送審著作件數之審查方式、工作內容及權利義務等，得由各聘任單位另訂作業細則，並報請院(校)級教評會核備後實施。

Article 9 Each hiring unit may prescribe their own provisions on the evaluation of research personnels' professional technical support, research achievements, other services (including the level of review, the review items, the evaluation criteria, the number of published works to be submitted), their job duties, and their rights and obligations. The provisions shall come in effect following the approval from the college (university) teacher evaluation committee.

研究人員聘任及升等未盡事宜，準用教師聘任及升等審查辦法及相關法令規定辦理。

Any matters relating to the appointment and promotion of research personnel not provided in these regulations shall be handled in accordance with the Regulations on the Appointment and Promotion Assessment of Teachers or otherwise stipulated by law.

第十條 本辦法經校級教評會及校務會議通過後實施，修正時亦同。

Article 10 These regulations and any amendments thereof shall be implemented following approval from the university teacher evaluation committee and university assembly.