

東海大學客座教師聘任辦法

2015/10/28 (第15次行政會議通過)

2018/05/09 (第5次行政會議修訂通過)

2019/12/18 (第13次行政會議修訂通過)

2022/06/15 (第5次行政會議修正通過)

2024/09/04 (第113-06次行政會議修正通過)

第一條 依據本校教師聘任及服務規程第三條第一項，特訂定本辦法。

The regulations herein are established according to Item 1, Article 3 of Employment Regulations and Service Procedures for Teachers at Tunghai University.

第二條 辦法所稱客座教師為本校邀請校外專家學者擔任之，含客座教授、客座副教授、客座助理教授。

The "guest teacher" herein refers to external experts or scholars invited by the University, including guest professor, guest associate professor, and guest assistant professor.

第三條 具下列資格之一者，得聘為客座教授：

- 一、在國內外大學擔任教授或研究機構擔任研究員著有成績者。
- 二、獲有博士學位，曾從事與所習學科有關之工作八年以上著有成績。
- 三、合乎本校專技人員聘任之教授資格者。

Those who possess one of the following qualifications may be hired as a guest professor:

1. have served as a professor at domestic/international universities or researcher at research institutions with good performance.
2. have a doctoral degree and served in positions relevant to their studied discipline for more than eight years with good performance.
3. have qualified as a THU professor-level professional technician.

第四條 具下列資格之一者，得聘為客座副教授：

- 一、在國內外大學擔任副教授或研究機構擔任副研究員著有成績者。
- 二、獲有博士學位，曾從事與所習學科有關之工作四年以上著有成績。
- 三、合乎本校專技人員聘任之副教授資格者。

Those who possess one of the following qualifications may be hired as a guest associate professor:

1. have served as an associate professor at domestic/international universities or researcher at research institutions with good performance.
2. have a doctoral degree and served in positions relevant to their studied discipline for more than four years with good performance.
3. have qualified as a THU associate professor-level professional technician.

第五條

具下列資格之一者，得聘為客座助理教授：

- 一、在國內外大學擔任助理教授或研究機構擔任助理研究員著有成績者。
- 二、獲有博士學位，成績優良並有專門著作者。
- 三、合乎本校專技人員聘任之助理教授資格者。

Those who possess one of the following qualifications may be hired as a guest assistant professor:

1. have served as an assistant professor at domestic/international universities or researcher at research institutions with good performance.
2. have a doctoral degree with good performance and have authored academic writing relevant to their studied discipline.
3. have qualified as a THU assistant professor-level professional technician.

第六條

本校聘任之客座教師如係以本校人事費支付薪資者，應佔聘用單位之員額。但校長依董事會決議核准支援師資或由各單位自籌經費支應者不在此限。

Guest teachers employed by the University shall take up the employment quota of the hiring department when their salary is paid with THU personnel expenses. However, this does not apply to the supporting faculty members approved by the president per Board resolutions or those whose salary is paid by self-financing of the hiring department.

第七條

客座教師之聘任應經(系)院、校教評會審議程序辦理，原聘單位如擬轉聘為專任教師時，應再循新聘教師提聘程序辦理。

客座教師不辦理教師資格送審。

The employment of guest teachers shall be reviewed by the (department) college and university faculty evaluation committees. If the hiring department plans to employ the guest teacher as a full-time teacher, the employment shall be reviewed again per regulations governing the employment procedure of newly hired teachers.

Guest teachers cannot apply for faculty accreditation reviews.

第八條 客座教師之聘期以一學期或一學年為期，聘期屆滿如有傑出研究成果或有傑出貢獻者，經簽奉校長同意提各級教師評審委員會審議通過，簽請校長核定後予以延聘。

第九條 客座教師薪資比照專任教職員工敘薪辦法辦理。

非以本校人事費聘任者不在此限。

The salary of guest teachers follows that of full-time teachers.

However, this does not apply to those whose salary is not paid by the University's personnel expenses.

第十條 以本校人事費聘用之客座教師之授課時數每週以九小時為準，但經校長核准之傑出客座教授可以減授1-3小時。

客座教師不得超支鐘點及校外兼課。

非以本校人事費聘任者不在此限。

The teaching hours of guest teachers employed by the University shall be nine hours per week; the teaching hours of outstanding guest professors may be reduced by one to three hours upon the approval of the president.

Guest teachers shall not exceed their teaching hour limit, collect overtime pay, or serve in adjunct or part-time positions outside the University.

However, this does not apply to those whose salary is not paid by the University's personnel expenses.

第十一條 本辦法經行政會議通過後實施。

The regulations herein shall be promulgated upon approval by the Administrative Affairs Meeting.