

國立中興大學獸醫學院各系所主管選薦及解聘要點

89年1月28日院務會議通過
92年7月8日院務會議修正
96年9月13日院務會議修正(第1、3-12點)
99年3月29日院務會議修正(第4點)
99年8月11日院務會議修正(第4點)
102年9月27日院務會議修正(第4-5點)
103年9月19日院務會議修正(第4、12點)
104年3月27日院務會議修正(第5點)
109年3月25日院務會議修正(第4點)
112年4月24日院務會議修正(第4點)
112年9月19日院務會議修正(第1、3-5、10-11點)
115年3月31日院務會議修正(第2、8點)

- 一、本要點依據「國立中興大學各學院系所主管選薦及解聘辦法」訂定之。
- 二、原任系所主管任期屆滿三個月前，或因故出缺一個月內，原任系所主管或院長應成立選薦委員會（以下簡稱委員會），負責繼任人選之選薦事宜。
- 三、委員會之設置權責：
 - (一) 委員至少五人，產生辦法由各系所自行訂定，必要時，得聘請該系所以外傑出學術界人士擔任。委員會應有三分之二以上成員出席始得開議。
 - (二) 委員會由院長或院長指派一人召開第一次會議，召集人由委員公推一人擔任並兼會議主席。
 - (三) 如當選委員發生下列情形時，由候補委員遞補之：
 1. 成為系所主管初薦人選者。
 2. 因故無法參與遴選作業，聲請放棄者。
 3. 經委員會確認並決議解除職務者。
 - (四) 委員會應公開徵求、推薦或接受推薦合於資格之系所主管初薦人選(初薦辦法由各系所自行訂定)，經審查，將合於資格之候選人名單及審查資料事先轉知全體選舉人並提交系所選舉。
 - (五) 委員會於新任系所主管任命後即自動解散。
- 四、系所主管候選人必須符合下列條件：
 - (一) 須為本校副教授以上專任教師。
 - (二) 最近五年於SCI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)以上或曾主持三年以上國家科學及技術委員會研究型計畫者或曾獲校級教學或服務特優獎勵者。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。
 - (三) 具有學術成就、服務熱忱與高尚品德。
 - (四) 須未曾因違反學術倫理而受校教師評審委員會處分者。
- 五、選舉人須為各系所編制內專任講師以上教師。
- 六、選舉以無記名方式票選之（選舉規則由各系所自訂），須有選舉權人數三分之二以上參與投票。各系所選薦委員應於原任系所主管任期屆滿二個月前，共同簽署推薦書(如附件)，將新任系所主管人選推薦一人至三人到院，由院長商請校長核聘。
- 七、各系所選薦主管人選或選薦委員人選發生困難時，為免系所務脫節，得由獸醫學院院長推薦適當人選，報請校長核聘之。

八、系所主管之任期三年，由八月一日或二月一日起聘，連選得連任二次。

各系所有較嚴格之規定者，從其規定。

九、各系所未依本要點辦理時，校長依相關法令及教育部規定逕行聘任該系所主管。

十、主管任期中有特殊情況發生，得由院長交議或經該系所務會議代表二分之一以上連署提不適任案，由院長召開系所務會議，經該系所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。

十一、本要點未盡事宜，依教育部及本校相關法規辦理之。

十二、本要點經院務會議通過，報請校長核定後實施，修正時亦同。

國立中興大學獸醫學院新任系所主管推薦書 單位：

被推薦人姓名		現職		出生		籍貫	
最高學歷		主要經歷					
學術成就							
行政經歷							
校內外人際關係							
品德							
被推薦人對系所未來發展具體意見							
綜合評語及選薦經過							
選薦委員共同簽署							

National Chung Hsing University
College of Veterinary Medicine

Directives for the Nomination and Dismissal of the Heads of Academic Units

Amended by the College Affairs Meeting on March 31, 2026 (Articles 2, 8)

Article 1 These Directives are formulated in accordance with the *NCHU Regulations for the Nomination and Dismissal of Heads of Academic Units*.

Article 2 No later than three months prior to the expiration of the incumbent Head's term, or within one month after the position becomes vacant for any reason, the incumbent Head or the Dean shall initiate the establishment of a Nomination Committee ("the Committee") to recommend candidates for the successor position.

Article 3 Formation and Responsibilities of the Committee:

1. The Committee shall comprise no fewer than five members. The specific composition shall be determined by each academic unit. If necessary, distinguished scholars from outside the academic unit may be invited to serve. A quorum shall consist of at least two-thirds of the Committee members.
2. The initial meeting of the Committee shall be convened by the Dean or a designee appointed by the Dean. The Chairperson of the Committee shall be elected by and from among the Committee members.
3. A Committee member shall be replaced by an alternate in any of the following circumstances:
 - (1) The member becomes a nominee for the Head position.
 - (2) The member is unable to participate in the nomination process and formally requests to withdraw.
 - (3) The member is removed from the Committee following a formal resolution adopted by the Committee.
4. The Committee shall publicly solicit and accept nominations for qualified candidates. Each academic unit shall formulate its own regulations governing the initial nomination process. After reviewing qualifications, the Committee shall provide a list of eligible candidates and relevant materials to all eligible voters in advance and conduct the election within the academic unit.
5. The Committee shall be automatically dissolved upon the official appointment of the new Head.

Article 4 Eligibility Criteria for Candidates:

1. Candidates must be full-time faculty members at NCHU holding the rank of Associate Professor or above.
2. Candidates must have achieved at least one of the following within the past five years:

- (1) Published at least three SCI-indexed papers as the first or corresponding author. Equivalent achievements such as patents, new breed developments, or technology transfers may be considered in accordance with University standards.
 - (2) Served as the Principal Investigator for research projects funded by the National Science and Technology Council (NSTC) for a cumulative total of three or more years.
 - (3) Received a university-level award for excellence in teaching or service.
 - *Note: The aforementioned publications and achievements must comply with the NCHU Faculty Promotion Review Standards and Publication Review Directives.*
3. Candidates must demonstrate academic excellence, a strong commitment to service, and high moral character.
 4. Candidates must have no record of disciplinary action by the University Faculty Evaluation Committee for violations of academic ethics.

Article 5 Eligible voters shall include all full-time faculty members within the academic unit holding the rank of Lecturer or above.

Article 6 Elections shall be conducted by secret ballot, with specific procedural rules determined by each respective academic unit. At least two-thirds of all eligible voters must participate to constitute a valid election. The Committee shall jointly sign a recommendation form (as provided in the appendix) at least two months before the expiration of the incumbent Head's term. A list of one to three recommended candidates shall be submitted to the Dean, who shall forward the nomination to the President for final approval and appointment.

Article 7 Should an academic unit encounter difficulties in recommending candidates or forming a Committee, the Dean may nominate a suitable candidate and submit the nomination directly to the President for approval to ensure the continuity of operations.

Article 8 The term of office for Heads of academic units shall be three years, commencing on August 1 or February 1. Heads are eligible for reappointment for up to two additional terms. In cases where an academic unit has established more stringent regulations regarding terms or eligibility, such regulations shall prevail.

Article 9 If an academic unit fails to adhere to these Directives, the President may directly appoint a Head in accordance with applicable laws, university regulations, and the requirements of the Ministry of Education.

Article 10 If special circumstances arise during a Head's term, the Dean may initiate a deliberation. Alternatively, if more than half of the representatives of the Departmental Affairs Meeting jointly submit a written petition stating that the Head is unsuitable, the Dean shall convene a meeting to discuss the matter. If two-thirds or more of the representatives present at the meeting approve the motion, the Dean shall submit a proposal to the President for the dismissal of the Head and initiate a new nomination process in accordance with these Directives.

Article 11 Matters not addressed in these Directives shall be governed by the relevant regulations of the Ministry of Education and NCHU.

Article 12 These Directives shall be implemented upon approval by the College Affairs Meeting and the President. Any subsequent amendments shall follow the same procedure.

National Chung Hsing University
College of Veterinary Medicine
Recommendation Form for Head of Academic Units

Academic Unit:

Full Name of Nominee		Current Rank / Affiliation		Date of Birth		Nationality / Place of Birth	
Highest Degree		Career Summary					
Academic Achievements (Past 5 Years)							
Administrative Experience:							
Professional Service and Contributions							
Ethical Integrity and Professional Conduct							
Statement of Vision and Development Plan							
Committee Evaluation / Nomination Records							
Signatures of Committee Members							

(updated 2026/4/13)