

國立屏東科技大學編制外專任教學人員聘任及升等辦法

Regulations for the Appointment and Promotion of Full-time Teaching Staff Outside the Staffing

Complement

- 97年1月21日本校第33次校務會議審議通過
97年10月27日本校第36次校務會議修正通過
98年3月16日本校第38次校務會議修正通過
100年6月27日本校第47次校務會議修正通過
101年6月21日本校第51次校務會議修正通過
105年6月13日本校第59次校務會議修正通過第1條至第14及聘任契約
- 106年6月12日本校第61次校務會議修正通過第3、5、9、10條及聘任契約第5、13點契約第5、13點
- 106年12月25日本校第62次校務會議修正通過辦法名稱、第1、5、6、7及第10條及聘任契約第7點，並增訂第14條至第17條，併同廢止本校「校務基金進用教學人員資格送審作業要點」
- 107年12月24日本校第64次校務會議修正通過第1、3、5、6、9、10、11、12、14、15、16、17條及聘任契約第1、4、5、7、10、11、12點
- 108年10月07日本校108學年度第1次臨時校務會議修正通過第6條、新增第17之1條及聘任契約第7點
- 109年6月22日本校第67次校務會議修正通過第5條及第17之1條及新增附件2退休再任教學人員聘任契約
- 110年12月27日本校第70次校務會議修正通過附件一第10點及附件二第4、10點
- 111年6月6日本校第71次校務會議修正通過第19條
- 111年12月26日本校第72次校務會議通過修正法規名稱、全條文及附件一名稱、序言、第2、3、5、7、10、12點，刪除附件二
- 112年6月5日本校第73次校務會議通過修正第6條及附件一序言、第7點
- 000年0月0日本校第00次校務會議通過修正第16、19條

第一章 總則 Chapter 1 General Provisions

第一條 Article 1

國立屏東科技大學（以下簡稱本校）為執行專案教學需要、培訓並儲備編制內專任教師（以下簡稱專任教師）及辦理編制外專任教學人員升等資格送審事宜，依據教育部「專科以上學校進用編制外專任教學人員實施原則」、「專科以上學校教師資格審定辦法」，訂定「國立屏東科技大學編制外專任教學人員(以下簡稱專案教師)聘任及升等辦法」（以下簡稱本辦法）。

National Pingtung University of Science and Technology (hereinafter referred to as the "University") establishes the "Regulations for the Appointment and Promotion of Full-time

Teaching Staff Outside the Staffing Complement" (hereinafter referred to as these "Regulations") to meet the needs of project teaching, training and reserve full-time teachers within the staffing complement (hereinafter referred to as "full-time faculty"), and handle the qualifications review for the promotion of teaching staff outside the staffing complement, based on the "Implementation Principles for the Employment of Teaching Staff Outside the Staffing Complement by Junior Colleges and Higher Education Institutions" and the "Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education" as prescribed by the Ministry of Education.

第二條 **Article 2**

本辦法所稱專案教師，係指本校依「國立大學校務基金管理及監督辦法」規定，以校務基金自籌或計畫經費支出之編制外人員；專案教師職級分為專案教授、專案副教授、專案助理教授、專案講師。專案教師類型分為教學型、研究型二類型。

In these Regulations, "project teacher" refers to individuals who are employed by the University using school affairs funds or project funds, in accordance with the "Regulations on the Management and Supervision of University School Affairs Funds". Project teacher positions are classified into project professor, project associate professor, project assistant professor, and project lecturer. Project teachers fall into two categories: teaching and research.

第二章 聘任 **Chapter 2 Appointment**

第三條 **Article 3**

各單位具下列情事之一者，得擬訂計畫書，提經系、所、學位學程、中心(以下簡稱系)教師評審委員會(以下簡稱教評會)或行政單位審查委員會議通過，循行政程序簽會教務處、人事室、主計室，視課程規劃及校務基金經費等情形，陳請校長核定後，逕行辦理專案教師遴聘事宜。

Units that meet one of the following conditions may formulate a plan, which, after being approved by the Faculty Evaluation Committee (hereinafter referred to as the "Committee") of the relevant department, institute, degree program, or center (hereinafter referred to as department) or the Administrative Evaluation Committee, should be processed following the administrative procedures, including being reviewed and approved by the Office of Academic

Affairs, Personnel Office, and Accounting Office, and then submitted to the President for approval. The plan should be implemented for the appointment of project teachers for:

- 1、 行政單位擬聘請專案教師教授校或院訂共同必修基礎課程。
1. Administrative units that intend to employ project teachers to teach common required foundational courses for the university or college.
- 2、 系有教師缺額，擬先試聘。
2. Departments that have vacancies for teachers and intend to make trial appointments.
- 3、 系因必修課程需要。
3. Departments that have a need for required courses.
- 4、 行政單位或系為執行專案教學計畫。
4. Administrative units or departments that have special teaching project needs.

前項計畫書內容應包含：

The content of the plan in the preceding paragraph should include:

- 1、 計畫緣起及進用依據。
1. The origin and basis of the plan.
- 2、 系未來發展、師資結構與課程規劃（含系選修目開課學分數比例）。
2. The future development of the department, teacher staffing structure, and curriculum planning (including the ratio of departmental elective course credits to total credits).
- 3、 聘任職稱與期間。
3. The appointment title and duration.
- 4、 工作內容及約定。
4. Job responsibilities and agreements.
- 5、 授課時數。
5. Teaching hours.
- 6、 聘約存續期間報酬及權利義務。
6. Compensation, rights, and obligations during the period of the appointment.
- 7、 其他必要事項。
7. Other necessary matters.

第一項稱行政單位審查會議之組成、議事及其他事項，應比照系教評會相關規定，並於每學年開始前專案簽請校長同意，始得聘任。

The composition of the administrative unit's evaluation committee, its proceedings, and other matters in the first paragraph shall be governed by the relevant regulations of the department's Faculty Evaluation Committee, and the plan should be signed by the President before the start of each academic year.

第四條 **Article 4**

專案教師之遴聘等級與資格條件，應依據「教育人員任用條例」或「大學聘任專業技術人員擔任教學辦法」等規定，本公平、公正、公開之原則辦理，其聘任年齡比照專任教師規定。但依教育部專案計畫核准，具有下列情形者，不在此限：

The recruitment level and qualification requirements for project teachers shall be processed in accordance with the principles of fairness, justice, and openness based on the "Act Governing the Appointment of Educators" or the "Employment Regulations for Professional Technicians Teaching at Universities." The age limit for appointment shall be the same as that for full-time faculty. However, those who meet the following criteria, as approved by the Ministry of Education for specific programs, shall not be subject to this age limit:

- 1、依「國家重點領域產學合作及人才培育創新條例」、「教育部補助大專校院延攬國際頂尖人才作業要點」等特別規定進用者。
 1. Those employed under special regulations, such as the "National Key Fields Industry-University Cooperation and Skilled Personnel Training Act" and the "Ministry of Education's Guidelines for Subsidizing Higher Education Institutions to Recruit International Top Talents".
- 2、從事學術研究或教學有重要貢獻或傑出成就，獲得學術界肯定，並具有下列資格之一，經各級教評會審議同意者：
 2. Those who have made significant contributions or achieved outstanding accomplishments in academic research or teaching, have been recognized by the academic community, and possess one of the following qualifications, subject to approval by the respective levels of the Teaching Evaluation Committee:

- (1) 諾貝爾獎或相當等級之得主。
- (1) Nobel laureates or equivalent award winners.
- (2) 國家級研究院院士。
- (2) Academicians of national research institutes.
- (3) 國際重要學會會士。
- (3) Fellows of significant international academic societies.
- (4) 中央研究院院士。
- (4) Academicians of the Academia Sinica.
- (5) 國家講座。
- (5) National chairs.
- (6) 學術獎得主。
- (6) Recipients of academic awards.
- (7) 國家產學大師獎得主。
- (7) Recipients of the National Award for Distinguished Contribution to Industry-Academic Cooperation.
- (8) 其他在學術或專業領域著有相當於前七目之傑出成就者。
- (8) Individuals with outstanding achievements in academic or professional fields equivalent to the first seven qualifications mentioned.

第五條 **Article 5**

各單位提聘專案教師時，需檢附簽准之擬聘專案教師「計畫書」及擬聘人員下列資格相關證件，並經各系及院教評會審議；行政單位提聘專案教師由行政單位組成專案教師聘審小組審議後，提校教評會審議。

When each unit recruits project teachers, they must provide the approved "Project Teacher Proposal" and the following qualification-related documents of the candidate. After being reviewed by each department and college's Teaching Evaluation Committee, the recruitment of project teachers is subject to the approval of the University Teaching Evaluation Committee. For administrative units that recruit project teachers, the proposal is reviewed by a committee established within the administrative unit and subsequently presented to the University

Teaching Evaluation Committee.

1、 個人基本資料表。

1. Personal Information Form.

2、 大專以上學歷畢業證書（含教師證書），畢業學校如係國外學歷，須為教育部所認可且經我國駐外單位驗證有案。

2. Graduation certificates (including teacher's certificate) from institutions of higher education.

If the academic qualifications were obtained from foreign institutions, they should be recognized by the Ministry of Education and verified by the Taiwan overseas mission.

3、 最高學歷歷年成績單。

3. Transcripts of the highest academic qualification.

4、 與任教領域相關之業界實務工作經驗證明文件。

4. Documents providing evidence of relevant industry work experience.

5、 其他有利於聘審之資格證明（例如推薦函、獲獎證明或專業證書）。

5. Documents providing evidence of relevant industry work experience.

6、 本校與擬聘人員應簽訂契約書（附件一）及核發聘書。

6. A contract (Appendix I) and an appointment letter should be signed between the university and the candidate.

第六條 **Article 6**

專案教師聘期以一學年一聘為原則，任期最長以三學年為限，且每年需依規定接受評鑑，聘期未滿一學年者，得免予評鑑，其辦法另定之。評鑑結果作為各級教評會審議續聘之參考。經同一聘任單位連續二學年評鑑認定優良者，於應徵本校同一聘任單位專任教師職缺時，應逕與系教評會完成初審推薦之人選並得排序或共列，一併送請學院辦理複審。

Project teacher appointments are generally for one academic year, with a maximum tenure of three academic years. An evaluation is required each year, those holding contracts valid for less than one academic year of employment are exempt from the evaluation, the details of such evaluations will be determined separately. The evaluation results will be used as a reference for renewing the contract in the Teaching Evaluation Committee at various levels. Those who have

been evaluated as excellent for two consecutive academic years by the same hiring unit, when applying for a faculty position at the same hiring unit in our university, should be directly recommended by the department Teaching Evaluation Committee, sorted and jointly recommended to the college for a reevaluation.

專案教師第二次聘任之後（即於本校任教滿六學年後），爾後聘任得由聘任單位考量其教學績效及歷年評鑑結果，專案簽請校長同意後，免再經公開徵選程序，並經各系及學院教評會或行政單位審查委員會議通過提校教評會審議續聘案。

After the second consecutive appointment of project teachers (i.e., after six years of teaching at the university), their future appointments will be considered based on their teaching performance and the results of the previous year's evaluation. The appointment should be approved by the hiring unit, and obtain the consent of the department Teaching Evaluation Committee, no open recruitment process is required.

計畫執行期限在三年以內者，應按實際所需時間聘任。

For projects with execution periods of up to three years, the appointment should be based on the actual required time.

前項專案教師，聘期屆滿，聘任關係終止。

The appointment relationship terminates when the project teacher's term expires.

專案教師於聘約存續期間得以執行本校指派之產學合作計畫，並擔任協（共）同主持人以上職務，作為採計本校聘任專任教師之業界實務工作經驗，並於應徵本校專任教師時提出相關計畫合約或成果證明供各級教評會審議。

During the period of the project teacher's contract, they can participate in the university's industry-academic cooperation projects assigned by the university and hold a position of co-principal investigator or above. This experience can be used as industry work experience and relevant project contracts or outcome proof for the University Teaching Evaluation Committee's consideration when applying for a full-time faculty position at the university .

第六條之一 **Article 6-1**

本校於專案教師聘期內終止契約，應有下列情形之一：

The termination of a project teacher's contract within the contract period by the

University shall be justified by one of the following circumstances:

- 1、 動員戡亂時期終止後，犯內亂、外患罪，經有罪判決確定。
1. The project teacher is sentenced with a final and unappealable judgment for crimes such as rebellion or foreign aggression during the mobilization period.
- 2、 服公務，因貪污行為經有罪判決確定。
2. The project teacher is sentenced with a final and unappealable judgment for corruption during public service.
- 3、 犯性侵害犯罪防治法第二條第一項所定之罪，經有罪判決確定。
3. The project teacher commits an offense as defined in Article 2, Paragraph 1 of the Sexual Assault Crime Prevention Act, and are convicted by a final judgment.
- 4、 經本校性別平等教育委員會或依法組成之相關委員會調查確認有性侵害行為屬實。
4. The project teacher is found to have committed sexual misconduct after an investigation by the University's Gender Equity Education Committee or a relevant committee formed by law.
- 5、 經本校性別平等教育委員會或依法組成之相關委員會調查確認有性騷擾或性霸凌行為，有終止契約之必要。
5. The project teacher is found to have engaged in sexual harassment or sexual bullying following an investigation by the University's Gender Equity Education Committee or a relevant committee formed by law.
- 6、 受兒童及少年性剝削防制條例規定處罰，或受性騷擾防治法第二十條或第二十五條規定處罰，經本校性別平等教育委員會確認，有終止契約之必要。
6. The project teacher is penalized according to Article 20 or Article 25 of the Sexual Harassment Prevention Act, as confirmed by the school's Gender Equality Education Committee, and dismissal and a lifelong ban on rehiring as a teacher are deemed necessary.
- 7、 經各級社政主管機關依兒童及少年福利與權益保障法第九十七條規定處罰，並經教評會確認，有終止契約之必要。
7. The project teacher is penalized according to Article 97 of the Child and Youth Welfare and

Rights Protection Act by the competent social and political authority at various levels, and as confirmed by the school's teacher evaluation committee, dismissal and a lifelong ban on rehiring as a teacher are deemed necessary.

8、 知悉服務學校發生疑似校園性侵害事件，未依性別平等教育法規定通報，致再度發生校園性侵害事件；或偽造、變造、湮滅或隱匿他人所犯校園性侵害事件之證據，經本校查證屬實。

8. The project teacher fails to report incidents of campus sexual misconduct as required by the Gender Equity Education Act, or forges, alters, conceals, or hides evidence related to campus sexual misconduct, as confirmed by the University's investigation.

9、 偽造、變造或湮滅他人所犯校園毒品危害事件之證據，經本校查證屬實。

9. The project teacher forges, alters, or conceals evidence related to incidents of the harmful use of drugs on campus by others, as confirmed by the University's investigation.

10、 體罰或霸凌學生，造成其身心侵害，有終止契約之必要。

10. The project teacher physically punishes or bullies students, causing harm to their physical and mental well-being, justifying the termination of the contract.

十一、行為違反相關法規，經本校或有關機關查證屬實，有終止契約之必要。

11. The project teacher violates relevant laws and is confirmed by the University or the relevant authorities, justifying the termination of the contract.

十二、教學不力或不能勝任工作有具體事實。

12. Inadequate teaching performance or inability to perform the job supported by concrete facts.

十三、違反契約情節重大。

13. Material breach of contract.

專案教師有前項第一款至第六款規定情形之一者，免經教評會審議，予以終止契約。

In cases of the first through the sixth circumstances, the contract can be terminated without the need for an evaluation by the Education Evaluation Committee.

專案教師有第一項第七款或第十款規定情形之一者，應經教評會委員三分之二以上出席及出席委員二分之一以上之審議通過，予以終止契約；有第一項第八款、第九款、第十一款至第十三款規定情形之一者，應經教評會委員三分之二以上出席及出席委員

三分之二以上之審議通過，予以終止契約。

Project teachers who meet any of the circumstances specified in the seventh or tenth subparagraphs of the first section should have their contract terminated upon approval by two-thirds or more of the attending committee members with at least half of the members present. For those who meet the circumstances specified in the eighth, ninth, or eleventh to thirteenth subparagraphs, their contract should be terminated upon approval by two-thirds or more of the attending committee members with at least two-thirds of the members present.

第六條之二 **Article 6-2**

專案教師於契約有效期間內有下列各款情形之一者，當然暫時予以停止契約執行：

During the contract period, if a project teacher is subject to one of the following conditions, the University may temporarily suspend the execution of the contract for a certain period:

1、依刑事訴訟程序被通緝或羈押。

1. Wanted or detained according to criminal procedure.

2、依刑事確定判決，受褫奪公權之宣告。

2. Deprivation of public rights based on a criminal conviction.

3、依刑事確定判決，受徒刑之宣告，在監所執行中。

3. Sentenced to imprisonment based on a criminal conviction and is currently serving the sentence.

第六條之三 **Article 6-3**

專案教師於契約有效期間內，涉有第六條之一第一項第四款至第六款情形之一者，本校應於知悉之日起一個月內經教評會審議通過後，暫時予以停止契約執行六個月以下，並靜候調查；必要時，得經教評會審議通過後，延長停止契約執行之期間二次，每次不得逾三個月；其停止契約執行之期間不得超過契約有效期間。經調查屬實者，依第六條之一規定辦理。

If a project teacher is involved in any of the circumstances described in the fourth to sixth subparagraphs of the first section of Article 6-1 during the contract period, the university shall temporarily suspend the contract execution for up to six months within one month of being informed following the approval of the Teaching Evaluation Committee. If necessary, this

suspension period may be extended twice, each time not exceeding three months. The total suspension period should not exceed the duration of the contract. Upon confirming the results of the investigation, the provisions of Article 6-1 will be applied accordingly.

專案教師於契約有效期間內，涉有第六條之一第一項第七款至第十一款情形之一，本校認為有先行停止契約執行進行調查之必要者，應經教評會審議通過，暫時予以停止契約執行三個月以下；必要時，得經教評會審議通過後，延長停止契約執行之期間一次，且不得逾三個月；其停止契約執行之期間不得超過契約有效期間。經調查屬實者，依第六條之一規定辦理。

If a project teacher is involved in any of the circumstances described in the seventh to eleventh subparagraphs of the first section of Article 6-1 during the contract period, and the university deems it necessary to temporarily suspend the contract execution for the purpose of conducting an investigation upon the approval of the Teaching Evaluation Committee, the suspension period shall not exceed three months. If necessary, this suspension period may be extended once, but it should not exceed three additional months. The total suspension period should not exceed the duration of the contract. Upon confirming the results of the investigation, the provisions of Article 6-1 will be applied accordingly.

前二項情形應經教評會委員二分之一以上出席及出席委員二分之一以上之審議通過。

For the circumstances specified in the two articles above, the suspension must be approved by more than half of the committee members present, with at least half of the committee members present.

第六條之四 **Article 6-4**

依第六條之二第二款、第三款規定停止契約執行之專案教師，於停止契約執行之期間，不發給薪酬。

Project teachers, as mentioned in the second and third subparagraphs of Article 6-2, who have their contract execution suspended, will not receive any salary during the suspension period.

依第六條之二第一款、前條第一項規定停止契約執行之專案教師，於停止契約執行之期間，不發給薪酬；停止契約執行之事由消滅後，未予終止契約者，補發其停止契約執行之期間全數本薪（年功薪）。

Project teachers, as indicated in the first paragraph of Article 6-2 and the preceding article's first paragraph, who have their contract execution suspended as per the reasons mentioned, will not receive any salary during the suspension period. However, in result of the suspension being lifted, without the termination of their contracts, they shall be compensated with their full salary (annual salary) for the period during which their contract execution was suspended.

依前條第二項規定停止契約執行之專案教師，於停止契約執行之期間，發給半數本薪（年功薪）；調查後未予終止契約者，補發其停止契約執行之期間另半數本薪（年功薪）。

Project teachers, as indicated in the second paragraph of the preceding article, who have their contract execution suspended based on the reasons specified, shall receive half of their salary (annual salary) during the suspension period. If the investigation does not result in their contract being terminated, they shall receive the remaining half of their salary (annual salary) for the period during which their contract execution was suspended.

第七條 **Article 7**

專案教師之聘期、終止契約、停止契約之執行、授課時數、差假、薪酬、晉薪、獎金、福利、退休、保險、慰助金及其他權利義務事項，納入契約中明定。

The appointment duration, contract termination, contract suspension, teaching hours, leave, salary, promotion, bonuses, benefits, retirement, insurance, aid, and other rights and obligations for project teachers should be specified in the contract.

第八條 **Article 8**

專案教師授課時數及義務規定如下：

The provisions for project teachers regarding teaching hours and obligations are as follows:

一、教學型：

1. Teaching:

- (一)由學術單位聘任者，除按本校「教師授課鐘點核計辦法」規定之各職級專任教師授課時數外，另加計四小時為基本授課時數，並得以執行計畫案專簽折抵基本授課時數至多四小時，其有超過基本授課時數情形者，依規定列為超鐘點時數計算，並應協助學術單位行政事務之推動。

(1) Project teachers appointed by academic units, in addition to the teaching hours determined by the "Hourly Credit Calculation Regulations for Teachers" of the university, shall receive an additional four hours basic teaching hours. They may also offset up to a maximum of four hours from the basic teaching hours for project-related work as specified in the project agreement. If they exceed the basic teaching hours, the extra hours shall be counted as overtime hours. Project teachers are also expected to assist in the administrative tasks of their academic units.

(二)由行政單位聘任者，除按本校「教師授課鐘點核計辦法」規定之各職級專任教師授課時數外，另加計四小時為基本授課時數及寒暑假期間折半計算（寒暑假期間，分別以四週及八週計列），其有超過基本授課時數情形者，依規定列為超鐘點時數計算。

(2) Project teachers appointed by administrative units, in addition to the teaching hours determined by the "Hourly Credit Calculation Regulations for Teachers" of the university, shall receive an additional four hours basic teaching hours. During the winter and summer vacation periods, these teaching hours shall be calculated at half the regular rate, with winter and summer vacation periods counted separately (four weeks for winter and eight weeks for summer). If they exceed the basic teaching hours, the extra hours shall be counted as overtime hours.

二、研究型：

2. Research:

按本校「教師授課鐘點核計辦法」規定之各職級專任教師授課時數。

Project teachers following the guidelines of the "Hourly Credit Calculation Regulations for Teachers" of the university.

前項第一款第二目之授課時數授課時數，如因配合課程安排，得採全學年併計方式將寒、暑假應授課程時數平均分配至上、下學期。

The additional teaching hours specified in the second item in the first paragraph may be distributed evenly across the two semesters if it aligns with course scheduling.

專案教師於授課時間外，每週至少應有四小時留校時間，以提供學生指導教學，其時

數不列入本條文之基本授課時數內。

Project teachers are required to be on campus for at least four hours per week outside their teaching hours to provide guidance to students. These hours are not counted in the basic teaching hours mentioned above.

第九條 **Article 9**

專案教師差假、報酬標準、福利及其他權益事項等規定如下：

The provisions for project teachers in terms of leave, compensation standards, benefits, and other entitlements:

一、差假、薪俸、薪級提敘、年資加薪、年終獎金等福利待遇比照專任教師辦理。

1. Leave, Salary, Salary Scale Promotion, Seniority-Based Salary Increase, Year-End Bonus, and Other Benefits: Project teachers shall receive benefits and entitlements equivalent to those of full-time faculty at the university.

二、退休：由本校依勞工退休金條例第七條第二項及第十四條第二項規定之退休金提繳率上限提繳退休金，未符該條例規定者，比照「各機關學校聘僱人員離職給與辦法」之規定辦理。

2. Retirement: For retirement, the university shall follow the provisions of the Labor Pension Act, specifically Article 7, Paragraph 2, and Article 14, Paragraph 2, regarding the contribution rate cap for retirement pensions. If project teachers do not meet the criteria set forth in this Act, the university will adhere to the regulations stipulated in the "Measures for Severance Payments for Employees of Government Agencies and Schools".

三、保險：勞工保險、勞工職業災害保險、就業保險、全民健康保險及其他未規定者，應依相關法令規定辦理。

3. Insurance: Project teachers are entitled to insurance coverage, including labor insurance, labor occupational accident insurance, employment insurance, national health insurance, and any other insurance required by relevant laws and regulations.

四、慰助金：專案教師聘期屆滿未獲再聘，且無第六條之一及第六條之二所定情事者，應比照勞工退休金條例第十二條規定，按其於本校服務年資發給慰助金，每滿一年發給二分之一個月之平均薪酬，未滿一年者，以比例計給；最高以發給六個月

平均薪酬為限。

4. Severance Payment: If the project teacher's contract expires and is not renewed, and they do not fall under the conditions specified in Article 6 or Article 6-2, they are entitled to a severance payment based on the provisions of Article 12 of the Labor Pension Act. The severance payment is calculated based on their length of service at the university, with two months' average salary granted for each full year of service. For service less than a full year, the payment is calculated proportionally. The maximum severance payment is limited to six months' average salary.

五、救濟：專案教師對本校有關其個人之措施，認為違法或不當，致損害其權益者，得按其性質依法提起勞資爭議處理或相關訴訟，請求救濟。

5. Redress: If project teachers believe that measures taken by the university concerning their personal rights are illegal or improper and have resulted in damage to their interests, they have the right to seek redress. They can initiate labor disputes or related lawsuits in accordance with the nature of the dispute and seek redress in accordance with the law.

第十條 **Article 10**

專案教師於聘約存續期間以執行契約所訂之工作內容為主，且不得擔任本校組織規程第四十二條所定法定各項會議之委員或代表，如擬於校內外兼職或兼課，比照本校專任教師規定辦理。

During the contract period, project teachers shall primarily engage in the job responsibilities defined in their contract. They are not allowed to serve as members or representatives in any of the statutory meetings specified in Article 42 of the university's organizational regulations. If they intend to take on part-time or concurrent teaching positions within or outside the university, the rules for full-time faculty at the university shall apply.

由學術單位聘任之專案教師得擔任導師，由行政單位聘任者，經學術單位專簽敘明具體理由並會辦學生事務處、人事室，並奉校長核准者，得擔任導師。

Project teachers appointed by academic units may serve as mentors. Those appointed by administrative units, upon submission of specific reasons and obtaining approval from the university president following a review involving the Student Affairs Office and the Human Resources Office, may also serve as mentors.

各單位需專案教師協助教學或行政事務時，需填具「申請專案教師協助教學/行政需求表」，經專案教師同意後，向其所隸屬之單位提出申請，專案教師之協助成效列入評鑑項目評審。

When a department or unit requires the assistance of a project teacher for teaching or administrative tasks, they must complete an "Application for Project Teacher's Assistance in Teaching/Administrative Needs" form. This application should be submitted to the project teacher's affiliated unit after obtaining the project teacher's consent, and the effectiveness of the project teacher's assistance will be considered in the evaluation process.

第十一條 **Article 11**

專案教師經公開甄選程序錄取聘任為專任教師時，應依本校新聘專任教師聘任程序申請及重新審查；聘任後，其曾任本校與現職職務等級相當、服務成績優良之專案教師年資，得提經校教評會同意後，採計提敘年資，每任滿一年提敘一級；其資格經送教育部審查通過頒授教師證書後之服務年資，得比照專任教師年資計算辦理升等。

When project teachers are recruited and appointed as full-time faculty through public selection procedures, they should apply and undergo a re-evaluation in accordance with the appointment procedures for newly hired full-time teachers at this university. After appointment, the years of service of project teachers who have previously served as project teacher at the university in positions equivalent to their current position and have demonstrated excellent service performance may be recognized, with one level of promotion being granted for every full year of service. For those who have obtained teacher certification after their qualifications have been reviewed and approved by the Ministry of Education, their years of service will be calculated similarly to full-time faculty for the purpose of promotion.

第十二條 **Article 12**

專案教師於聘約存續期間未依本辦法第八條規定授課者，該期間不予支薪，如經公開甄選程序錄取聘任為編制內專任教師後不得依本辦法第十一條規定提請併計為升等、提敘年資及加薪（俸）之依據。

During the duration of the appointment contract, if project teachers do not teach as stipulated in Article 8 of this regulation, they will not receive compensation during that period. If they are

subsequently recruited and appointed as full-time faculty through public selection procedures, they will not be eligible for promotion, recognition of years of service, or salary increases (compensation) based on the provisions of Article 11 of this regulation.

第十三條 **Article 13**

專案教師如因故擬於聘約存續期間離職時，以學期辦理為原則，並應於離職二個月前提出申請經核准後始得離職，否則致生損害，應負賠償所餘聘期按月給付薪資一倍金額之責任。

If project teachers intend to resign during the duration of their appointment contract, resignation shall take on a semester basis, and they should apply for resignation at least two months in advance, and it must be approved before resignation can take effect. Otherwise, if damages are incurred, they will be responsible for compensating for the remaining appointment period by paying an amount equal to double their monthly salary.

第三章 資格送審 **Chapter 3 Qualification Review**

第十四條 **Article 14**

專案教師聘任前未具擬聘教師職級以上資格證書者，應辦理教師資格審查作業，並應於本校任教滿一年後始得離職，未任教滿一年而離職者，應賠償本校支付之審查費，並得依本校專任教師升等規定提出升等審查較高職級之教師資格。

For project teachers who do not possess qualifications above the level of the teacher position before their initial appointment, a teacher qualification review process must be conducted. They may only resign after serving one year at the university. Those who resign before completing one year of service shall compensate the university for the review fee paid. They may also apply for a higher teacher qualification level according to the university's regulations for the promotion of contract teachers.

第十五條 **Article 15**

專案教師初聘資格審查程序如下：

The qualification review process for initial appointment of project teachers is as follows:

一、系教評會或行政單位審查委員會應就專案教師之教學、研究、專長及擬任教課程等事項進行初審。初審通過者，各系將其專門著作等相關資料送請所屬學院院長辦理系外審作業；行政單位則送學術副校長辦理外審作業。

1. The department's Teaching Evaluation Committee or administrative unit's evaluation committee shall conduct an initial review of the project teacher's teaching, research, expertise, and proposed courses to be taught. If the initial review is passed, each department shall send their relevant materials, including specialized works, to be reviewed externally by the Dean of the college or, for administrative units, by the Vice President for Academic Affairs.

二、以專門著作、技術報告、藝術類科作品、成就證明、教學報告或體育成就證明送審送審者，應一次送五人審查，獲四人以上評審為七十分以上，始得繼續審查之程序。

2. Project teachers who are undergoing external review based on specialized works, technical reports, artistic works, achievements, teaching reports, or sports achievements shall undergo a review by five assessors. Approval by at least four of these reviewers with a score of at least 70 is required to continue the review process.

三、系專案教師之外審結果應經各學院及校教評會審查；行政單位專案教師之外審結果應經行政單位審查委員會及校教評會審查。

3. The external review results for department project teachers shall be reviewed by the college and the university's Teaching Evaluation Committee. For administrative unit project teachers, their external review results shall be reviewed by the administrative unit's evaluation committee and the university's Teaching Evaluation Committee.

四、校教評會決審通過者，由人事室函報教育部請頒教師資格證書。

4. Upon approval by the university's Teaching Evaluation Committee, the Office of Human Resources shall request the issuance of a teacher qualification certificate from the Ministry of Education.

第十六條 **Article 16**

專案教師申請升等較高職級資格審查程序、通過條件及復審等，比照本校「專任教師聘任及升等審查辦法」相關規定辦理。

The procedures and criteria for passing, and re-evaluation for project teachers applying for qualifications review for promotion to a higher rank shall be handled in accordance with the relevant provisions of the "Regulations for the Appointment and Promotion Review of Full-time Faculty".

第十七條 **Article 17**

專案教師申請送審及請頒教師資格證書期間，因不可歸責於申請人之事由，致教師資格證書審定時已逾聘任期限時，仍應核發；惟如因可歸責之事由，致無法於上開聘任期限內送審或完成函報教育部請頒教師資格證書作業時，其責任由專案教師自負，本校不於聘期結束後辦理教師資格送審及請頒證書。

During the application and issuance of a teacher qualification certificate, if the delay in the review for the teacher qualification certificate is due to reasons not attributable to the applicant, and it exceeds the appointment period, the certificate shall still be issued. However, if the delay is due to reasons attributable to the applicant, making it impossible to undergo the review or complete the process of requesting the issuance of the teacher qualification certificate within the aforementioned appointment period, the responsibility for this delay shall be borne by the project teacher, and the university shall not conduct the teacher qualification review and certificate issuance after the expiration of the appointment period.

第十七條之一 **Article 17-1**

(刪除) (Deleted)

第四章 附則 **Chapter 4 Supplementary Provisions**

第十八條 **Article 18**

本辦法未規定事項，悉依本校與聘任之專案教師雙方同意訂定之契約書、聘書、教育部「專科以上學校進用編制外專任教學人員實施原則」及相關法規辦理。

Matters not covered in these regulations shall be handled in accordance with the contract, appointment letter, the "Implementation Principles for the Employment of Teaching Staff

Outside the Staffing Complement by Junior Colleges and Higher Education Institutions" promulgated by the Ministry of Education, and relevant laws and regulations mutually agreed upon by the university and the project teacher.

第十九條 **Article 19**

本辦法經本校教評會、行政會議、校務基金管理委員會審議，並經校務會議通過後施行，修正時亦同。

These regulations shall be implemented upon approval by the university's Education Evaluation Committee, Executive Council, and Campus Fund Management Committee, and with the endorsement of the Campus Council. The same procedure shall be followed for any future amendments to these regulations.

國立屏東科技大學編制外專任教學人員聘任契約

NPUST Contract for Full-time Teaching Staff Outside the Staffing Complement

112 年 6 月 5 日本校第 73 次校務會議修正通過
國立屏東科技大學（以下稱甲方）為應教學需要，聘任○○○（以下簡稱乙方）為(□教學型/□研究型)○○○（職稱）級編制外專任教學人員(以下簡稱專案教師)，經雙方同意訂立契約，共同遵守約定條款如下：

National Pingtung University of Science and Technology (hereinafter referred to as Party A) hereby, to meet instructional requirements, employs _____ (hereinafter referred to as Party B) as a (□Teaching/□Research) _____ (Position/Title), a full-time teaching staff outside the staffing complement, hereinafter referred to as "project teacher." Both parties mutually agree to enter into a contract and abide by the agreed terms and conditions as follows:

1、聘約存續期間：自○○○年○○月○○日起至○○○年○○月○○日止。

1. Contract Duration: From ___/___/___ to ___/___/___.

2、工作內容：

2. Job Description:

依甲方所訂進用「專案教師計畫書」及教育相關法規範圍內，從事教學或經甲方指派參與之相關工作，並接受任教單位督導及考核評鑑。

Within the scope defined by the "Project Teacher Plan" provided by Party A and in accordance with relevant educational regulations, engage in teaching or related assignments as directed by Party A. Accept supervision, assessment, and evaluation by the teaching unit.

3、授課時數及義務：

3. Teaching hours and obligations

(1) 教學型：

(1) Teaching:

1、由學術單位聘任者，除按本校「教師授課鐘點核計辦法」規定之各職級專任教師授課時數外，另加計四小時為基本授課時數，並得以執行計畫案專簽折抵基本授課時數至多四小時，其有超過基本授課時數情形者，依規定列為超鐘點時數計算，並應協助學術單位行政事務之推動。

a. Project teachers appointed by academic units, in addition to the teaching hours determined by the "Hourly Credit Calculation Regulations for Teachers" of the university, shall receive an additional four hours basic teaching hours. They may also offset up to a maximum of four hours from the basic teaching hours for project-related work as specified in the project agreement. If they exceed the basic teaching hours, the

extra hours shall be counted as overtime hours. Project teachers are also expected to assist in the administrative tasks of their academic units.

2、由行政單位聘任者，除按本校「教師授課鐘點核計辦法」規定之各職級專任教師授課時數外，另加計四小時為基本授課時數及寒暑假期間折半計算（寒暑假期間，分別以四週及八週計列），惟因課程安排需要，得將寒、暑假應授課程時數平均分配至上、下學期；未依規定授課者，該期間不予支薪。其有超過基本授課時數情形者，依規定列為超鐘點時數計算。

b. Project teachers appointed by administrative units, in addition to the teaching hours determined by the "Hourly Credit Calculation Regulations for Teachers" of the university, shall receive an additional four hours basic teaching hours. During the winter and summer vacation periods, these teaching hours shall be calculated at half the regular rate, with winter and summer vacation periods counted separately (four weeks for winter and eight weeks for summer). Failure to teach as required during these periods will result in no salary for that period. If the total teaching hours exceed the basic teaching hours, the excess hours will be subject to overtime calculation as stipulated.

(二)研究型：

(2) Research:

按本校「教師授課鐘點核計辦法」規定之各職級專任教師授課時數。

Project teachers following the guidelines of the "Hourly Credit Calculation Regulations for Teachers" of the university.

乙方於授課時間外，每週至少應有四小時留校時間、每學年之授課鐘點數均符合各職級教師之基本鐘點數要求、每學期每週排四天以上。

Party B is required to have a minimum of four hours of on-campus availability outside of teaching hours every week. They must also maintain a total number of teaching hours for each academic year that meets the basic hourly requirements of various ranks of teachers, as stipulated by the university. In addition, the second party must schedule classes on four or more days per week during each semester.

4、 報酬：

4. Remuneration:

比照甲方專任教師依據「教師待遇條例」及相關規定核敘薪級，並按實際到離職日支薪。

The remuneration for the party B will be determined in accordance with the "Teacher Remuneration Act" and related regulations, following the same salary scale as full-time faculty at the party A. Payment will be made based on the actual employment period,

including arrival and departure dates.

5、 差假、報酬標準、福利及其他權益事項等規定如下：

5. Leave, Compensation Standards, Benefits, and Other Entitlements are as follows:

(一)差假、薪俸、薪級提敘、年資加薪、年終獎金等福利待遇比照編制內專任教師辦理。

(1) Leave, Salary, Salary Scale Promotion, Seniority-Based Salary Increase, Year-End Bonus, and Other Benefits: Project teachers shall receive benefits and entitlements equivalent to those of full-time faculty at the university.

(二)退休：由甲方依勞工退休金條例第七條第二項及第十四條第二項規定之退休金提繳率上限提繳退休金，未符該條例規定者，比照「各機關學校聘僱人員離職給與辦法」規定辦理。

(2) Retirement: For retirement, the university shall follow the provisions of the Labor Pension Act, specifically Article 7, Paragraph 2, and Article 14, Paragraph 2, regarding the contribution rate cap for retirement pensions. If project teachers do not meet the criteria set forth in this Act, the university will adhere to the regulations stipulated in the "Measures for Severance Payments for Employees of Government Agencies and Schools."

(三)保險：勞工保險、勞工職業災害保險、就業保險、全民健康保險及其他未規定者，應依相關法令規定辦理。

(3) Insurance: Project teachers are entitled to insurance coverage, including labor insurance, labor occupational accident insurance, employment insurance, national health insurance, and any other insurance required by relevant laws and regulations.

(四)慰助金：專案教師聘期屆滿未獲再聘，且無本校「編制外專任教學人員聘任及升等辦法」第六條之一及第六條之二所定情事者，甲方應比照勞工退休金條例第十二條規定，按其於甲方服務年資發給慰助金，每滿一年發給二分之一個月之平均薪酬，未滿一年者，以比例計給；最高以發給六個月平均薪酬為限。

(4) Severance Payment: If the project teacher's contract expires, they are not renewed, and they do not fall under the conditions specified in Article 6 or Article 6-2, they are entitled to a severance payment based on the provisions of Article 12 of the Labor Pension Act. The severance payment is calculated based on their length of service at the university, with two months' average salary granted for each full year of service. For service less than a full year, the payment is calculated proportionally. The maximum severance payment is limited to six months' average salary.

6、 研發成果歸屬：

6. Ownership of Research and Development Results:

教師利用本校資源完成具專利價值或以非專利形式保護之研究發展成果，其權利及義務依本校研發成果專利申請暨技術移轉等相關辦法辦理。

In the case of teachers utilizing the resources of party A to produce research and development outcomes with patent value or in non-patent-protected forms, the rights and obligations concerning these outcomes will be governed by the first party's regulations related to patent applications and technology transfer.

7、 其他義務事項：

7. Other Obligations:

(1) 乙方任期最長以三學年為限，且每年應依本校專案教師評鑑辦法接受評鑑。

(1) The maximum term of service for party B is limited to three academic years, and each year they should undergo an evaluation according to the university's regulations for project teachers.

(2) 乙方校內、外兼課或兼職，比照甲方專任教師規定辦理。

(2) If party B takes on additional teaching or part-time positions, it shall comply with the regulations applicable to party A's full-time faculty.

(3) 乙方接受委託研究應由甲方具名簽訂合約，並應依本校「產學合作收支管理辦法」辦理，不得有未透過甲方行政作業而逕與各機關訂約之情事。

(3) In the event that party B undertakes commissioned research, contracts should be signed by party A and be processed in accordance with the university's "Management Measures for Income and Expenditure in Industry-Academia Collaboration". Party B shall not make contracts directly with other institutions without going through the administrative procedures of party A.

(4) 乙方於執行教學、指導、訓練、評鑑、管理、輔導或提供學生工作機會時，在與性或性別有關之人際互動上，不得發展有違專業倫理之關係，並應尊重他人與自己之性或身體之自主、遵守性別平等教育法及性別工作平等法等相關規定。

(4) When engaging in teaching, guidance, training, evaluation, management, counseling, or providing job opportunities to students, party B shall not develop relationships that violate professional ethics in interpersonal interactions related to gender or sex. Party B shall respect the autonomy of oneself and others in terms of gender or physical attributes and comply with relevant regulations, such as the Gender Equity Education Act and the Gender Equality in Employment Act.

(5) 乙方應遵守本校「教師倫理守則」及「校園霸凌防制要點」等相關規定。

(5) Party B shall adhere to the university's "Teacher Code of Ethics" and "Guidelines for Preventing Campus Bullying" and other relevant regulations.

8、 報到及離職：

8. Reporting for duty and resign

乙方接到甲方聘任通知後，應依規定時間向甲方聘任單位及人事室辦理到職手續；離職時亦應依規定辦妥離職手續後，始得離職。

Upon receiving the appointment notification from party A, party B should complete the onboarding procedures with the designated department and the Office of Personnel Affairs within the stipulated time frame. Similarly, when departing from the position, party B should follow the prescribed procedures for separation before leaving.

9、 離職預告：

9. Notice of Departure:

乙方如因故擬於聘約存續期間離職時，以學期辦理為原則，並應於離職二個月前提出申請，經甲方同意後始得離職，如有違反，除不予出具離職證明文件外，因而致甲方發生之損害，乙方應負賠償所餘聘期按月給付薪資一倍金額之責任。

If party B intends to resign during the contract period, the general practice is to resign at the end of the semester. Party B should submit their resignation application at least two months in advance. Only with the approval of party A can the resignation be accepted. Any violation of this notice period may result in the withholding of a departure certificate, and party B would be held responsible for any damages caused to party A. In such cases, party B would be liable for paying compensation, equivalent to double the monthly salary for the remaining contract period.

10、 違約責任：

10. Breach of Contract Responsibility:

乙方於聘約存續期間，如有本校「編制外專任教學人員聘任及升等辦法」第六條之一、第六條之二、第六條之三及第六條之四規定之情事，應依其規定辦理。甲方若因此受有損害，並得向乙方請求賠償，乙方如因離職時未依規定辦理移交、移交不清或其他情事致甲方因此受有損害時，其賠償責任亦同。

During the contract period, if party B is found to be in violation of the provisions specified in the "Regulations for the Appointment and Promotion of Full-time Teaching Staff Outside the Staffing Complement" Articles 6-1, 6-2, 6-3, or 6-4, party B should comply with the respective regulations. If party A suffers any damages as a result of such violations, they have the right to seek compensation from the party B. Similarly, if party B fails to adhere to the required procedures for handing over duties upon departure, or if the handover is incomplete, causing damages to party A, party B is liable for compensation.

乙方於聘約有效期間發生教師法規定解聘、不續聘、停聘或資遣之事由時，視同違約，並依前項規定辦理。

In cases where party B is dismissed, not renewed, suspended, or terminated during the contract period due to reasons stipulated by the Teacher's Act, it will also be considered a breach of contract, and the procedures mentioned in the preceding paragraph will apply.

十一、 乙方在聘約存續期間，應遵守甲方相關規定，違者得視情節輕重提各級教師評審

委員會審議處理。

11. Throughout the duration of the contract, party B is required to adhere to the relevant regulations of party A. In case of any violations, the severity of the situation will be assessed, and the matter may be referred to the respective level of the Faculty Evaluation Committee for further consideration.

十二、本契約如有未盡事宜，悉依教育部頒「專科以上學校進用編制外專任教學人員實施原則」、本校「編制外專任教學人員聘任及升等辦法」及相關法令規定辦理。

12. For any matters not explicitly addressed in this contract, the regulations and principles outlined by the Ministry of Education in "Implementation Principles for the Employment of Teaching Staff Outside the Staffing Complement by Junior Colleges and Higher Education Institutions", party A's "Regulations for the Appointment and Promotion of Full-time Teaching Staff Outside the Staffing Complement", and relevant legal provisions shall be followed accordingly.

十三、本契約書一式五份，由甲方收執四份（分送用人單位、秘書室法制議事暨專案人力組、人事室、主計室）及乙方各收執一份。

13. This contract consists of five identical copies. Party A shall retain four copies (to be distributed to the employing unit, the Secretariat's Legal Affairs and Specialized Personnel Division, the Personnel Office, and the Budget Office), and party B shall keep one copy.

立契約人 甲 方：國立屏東科技大學

Contracting Parties:

Party A: National Pingtung University of Science and Technology

地 址：912 屏東縣內埔鄉學府路 1 號

Address: No. 1, Xuefu Road, Neipu Township, Pingtung County, 912,
Taiwan

代 表 人：

Legal Representative:

乙 方：

Party B:

地 址：

Address:

身分證字號：

ID/ARC Number: