

# 國立中山大學文學院院長遴選續聘及解聘實施要點

## College of Liberal Arts Guidelines for the Selection, Renewal and Dismissal of the College Dean

80 年 3 月 20 日院務會議訂定  
Enacted by the College Council Meeting on March 20<sup>th</sup>, 1991  
83 年 5 月 10 日院務會議修正通過  
Amended and Approved by the College Council Meeting on May 10<sup>th</sup>, 1994  
86 年 5 月 14 日院務會議修正通過  
Amended and Approved by the College Council Meeting on May 14<sup>th</sup>, 1997  
89 年 3 月 14 日 88 學年度第 4 次院務會議修正通過  
Amended and Approved by the 4<sup>th</sup> College Council Meeting on March 14<sup>th</sup>, 2000  
89 年 6 月 13 日 88 學年度第 6 次院務會議修正通過  
Amended and Approved by the 4<sup>th</sup> College Council Meeting on June 13<sup>th</sup>, 2000  
95 年 5 月 2 日 94 學年度第 5 次院務會議修正通過  
Amended and Approved by the 5<sup>th</sup> College Council Meeting on May 2<sup>nd</sup>, 2006  
95 年 5 月 7 日奉校長核定  
Approved by the President on May 7<sup>th</sup>, 2006  
96 年 6 月 25 日 95 學年度第 5 次院務會議修正通過  
Amended and Approved by the 5<sup>th</sup> College Council Meeting on June 25<sup>th</sup>, 2007  
96 年 10 月 4 日 96 學年度第 1 次院務會議修訂通過  
Amended and Approved by the 1<sup>st</sup> College Council Meeting on October 4<sup>th</sup>, 2007  
96 年 10 月 16 日奉校長核定  
Approved by the President on October 16<sup>th</sup>, 2007  
97 年 10 月 30 日 97 學年度第 2 次院務會議修正通過  
Amended and Approved by the 2<sup>nd</sup> College Council Meeting on October 30<sup>th</sup>, 2008  
97 年 3 月 5 日 97 學年度第 4 次院務會議修正通過  
Amended and Approved by the 4<sup>th</sup> College Council Meeting on March 5<sup>th</sup>, 2008  
98 年 3 月 12 日奉校長核定  
Approved by the President on March 12<sup>th</sup>, 2009  
101 年 1 月 5 日 100 學年度第 2 次院務會議修正通過  
Amended and Approved by the 2<sup>nd</sup> College Council Meeting on January 5<sup>th</sup>, 2012  
103 年 9 月 24 日 103 學年度第 1 次院主管會議修正通過  
Amended and Approved by the 1<sup>st</sup> College Management Meeting on September 24<sup>th</sup>, 2014  
103 年 10 月 16 日 103 學年度第 1 次院務會議修正通過  
Amended and Approved by the 1<sup>st</sup> College Council Meeting on October 16<sup>th</sup>, 2014  
103 年 11 月 7 日奉校長核定  
Approved by the President on November 7<sup>th</sup>, 2014  
110 年 2 月 24 日 109 學年度第 8 次院主管會議修正通過  
Amended and Approved by the 8<sup>th</sup> College Management Meeting on February 25<sup>th</sup>, 2021  
110 年 2 月 25 日 109 學年度第 3 次院務會議修正通過  
Amended and Approved by the 3<sup>rd</sup> College Council Meeting on February 25<sup>th</sup>, 2021  
110 年 3 月 3 日奉校長核定  
Approved by the President on March 3<sup>rd</sup>, 2021  
114 年 9 月 17 日 114 學年度第 1 次院主管會議修正通過  
Amended and Approved by the 1<sup>st</sup> College Management Meeting on September 17<sup>th</sup>, 2025  
114 年 9 月 25 日 114 學年度第 1 次院務會議修正通過  
Amended and Approved by the 1<sup>st</sup> College Council Meeting on September 25<sup>th</sup>, 2025  
114 年 10 月 3 日奉校長核定  
Approved by the President on October 3<sup>rd</sup>, 2025

一、本要點依據「國立中山大學各級學術主管遴選續聘及解聘實施要點」訂定之。

I. These guidelines are stipulated in accordance with the *Guidelines for the Election, Renewal and Dismissal of Academic Supervisors at All Ranks*.

二、院長任期屆滿五個月前或因故出缺三個月內，依行政程序簽核後，由校長授權本學院自行組織遴選委員會，遴選教授二至三名，送請校長圈選一人聘請兼任

之。

- II. Either five months prior to the term expiration of the College Dean or within three months of the position's vacancy, the College shall obtain approval from the University President to establish a selection committee. The College's selection committee (hereon referred to as 'the Committee') shall provide two or three candidates, who are professors for the University President to select and appoint.
- 三、遴選委員會由本學院各系(所)推選一位專任教師代表及一名院外委員組成之；惟委員人數為雙數時，則增聘一名院外委員。院外委員敦請校長推薦具學術聲望之教授擔任之。遴選委員會委員若為院長候選人，應即辭去委員職務，由所屬系所推薦遞補之。
- III. The selection committee shall consist of one full-time faculty representative and one non-College-affiliated committee member. If representatives are even, it shall be added with one non-College-affiliated committee member, who shall be the professors with higher academic reputations recommended by the president. If the selection committee members are the candidates for the position of dean, they shall resign at once and substitute with the representative recommended by the affiliated Departments/Institutes.
- 四、遴選委員會委員選出後二週內由院長召集第一次會議。第一次會議中由委員會院內委員互推一人為正式召集人並擔任主席，依本要點之程序召開會議並進行遴選工作。院長於遴選委員會召集人產生後即退席。召集人因故不能出席時，由委員互推一人代理之。
- III. The first committee meeting shall be convened by the College Dean within two weeks after the College-affiliated members are elected. During the first committee meeting, the College-affiliated members shall recommend a member to serve as the official convener and committee chairperson. The chairperson shall hold meetings to select the new College Dean in accordance with the provisions of this regulation. The Dean shall resign from the committee once the selection committee convener has been elected. When the convener asks for an excused absence, committee members shall elect another member to act as chair on behalf of the convener.
- 五、遴選委員會須有委員三分之二以上出席時始得開會，並應有出席委員三分之二以上同意始得決議。開會時委員應親自出席，不得委託他人代理出席。遴選進行期間，委員及所有參與遴選工作人員對於候選人資料、審查過程及結果均應嚴守秘密。
- V. Committee meetings shall be seated by at least two-thirds of all Committee members and resolutions shall be made with the approval of at least two-thirds of the committee members present. Committee members shall personally attend meetings and may not be represented at meetings by another proxy. During the selection period, all information regarding the candidates, review process and decision shall be kept confidential by all committee members and staff who participated in the selection

process.

六、遴選委員會之遴選程序分為（一）徵求候選人；（二）書面審核；（三）舉辦公開座談會邀請候選人發表其院務發展理念；（四）徵詢院內全體教師意見；（五）遴選二至三名候選人送請校長圈選 1 人聘任之。

VI. The selection process shall be divided into (1) recruitment for candidates, (2) review of applications, (3) open seminar for invited candidates to share their visions and strategic planning of the College's development, (4) consultation of the opinions of the College faculty, (5) selection of two or three candidates for the University President to select and appoint.

七、為徵詢本院全體教師意見，本院專任教師針對每一候選人行使同意權；同意權之行使，採連記法。

VII. To consult the opinions of the College faculty, each candidate shall be exerted the power of consent by the full-time faculty. The implementation of the power of consent shall be in accordance with limited vote.

（一）教師同意權行使之結果，獲得應投票總數二分之一以上同意即為通過初選，且對每一候選人投票之統計至確定通過時即告中止。

Candidates receiving consent from more than half of the total votes pass the first-round election. Vote counts for each candidate will be stopped once the candidate has passed the consensus.

（二）教師同意權行使之結果，若無人獲得通過時，則遴選失敗，應重新公告遴選事宜徵求院長候選人。

The election process fails when no candidates receive consent from more than half of the total votes, and a new announcement shall be made requesting the appointment of new Dean candidates.

（三）通過初選之候選人二人以上（含）進入複選，遴選委員會以無記名方式進行同意票選，獲得應投票總數二分之一以上同意即為通過複選，並推舉得票數最高之前二至三名，送請校長圈選一人聘請兼任之。

More than or two candidates passing the first round may enter the second-round election and the committee will conduct anonymous ballot. Candidates receiving consent from more than half of the total votes pass the second-round election in recommendation of the first two to three candidates with the majority of ballots, which shall be submitted to the president to circle one to be appointed.

（四）若僅一人獲得通過初選時，則保留此候選人；另外再由遴選委員會重新公告遴選事宜徵求院長候選人，至少一人初選通過後，連同原通過初選之候選人依據第七點第三項辦理。

If only one candidate receives consent from more than half of the total votes in the first-round election, the candidate shall be selected along with one or more recommended candidates by the Committee. At least one candidate pass the first-round election along with the originally-

elected candidate shall be handled in accordance with the previous item.

八、遴選委員會應於五個月內完成遴選作業，若未能如期完成，則簽請校長指派代理人至新院長產生為止，並再重新組成委員會重新遴選。

VIII. The Selection Committee shall complete the selection process in five months. If the new Dean cannot be selected within the given time frame, the University President shall appoint an appropriate deputy Dean until a new Dean is elected to take office.

九、院長採任期制，以一任三年為原則，必要時得續聘一次。學期中聘請兼任者，聘期自校長核定日起算。

IX. The College Dean adopts a fixed-term system with an appointment term of three years. When necessary, one renewal term may be allowed. The term for joint appointments made during the middle of the semester shall start from the date of approval by the University President.

十、院長於任期屆滿辦理續聘或因重大事由得予解聘時，悉依「國立中山大學各級學術主管遴選續聘及解聘實施要點」規定程序辦理。

X. The Dean's term renewal or the dismissal due to severe circumstances shall be observed in accordance with *Guidelines for the Election, Renewal and Dismissal of Academic Supervisors at All Ranks*.

十一、為因應院務發展之需要，本學院置副院長，副院長之聘任悉依「國立中山大學各級學術主管遴選續聘及解聘實施要點」規定程序辦理。

XI. To match the college's needs for development, it is necessary to position one Associate Dean. The renewal of the Associate Dean shall be observed in accordance with the *Guidelines for the Election, Renewal and Dismissal of Academic Supervisors at All Ranks*.

十二、本要點未盡事宜悉依「國立中山大學各級學術主管遴選續聘及解聘實施要點」之相關規定辦理。

XII. Matters unstated in the guidelines shall be handled according to *Guidelines for the Election, Renewal and Dismissal of Academic Supervisors at All Ranks*.

十三、本要點經院務會議通過，陳請校長核定後實施，修正時亦同。

XIII. These guidelines, as well as its amendments, shall be effective upon approval by the College Council meeting and the University President.