

## 約聘教師聘約

# Appointment Contract for Contract Faculty

(Revised on July 13, 2012)

一、聘 期：自○年○月○日起 至○年○月○日止。

1. Duration of appointment: \_\_\_\_ to \_\_\_\_.

二、待 遇：月支薪額依本校約聘教師及助教薪資明細表之規定支給，但經費來源另有約定時，從其約定。

2. Wages: Wages shall be paid monthly in accordance with the Salary List of NCTU Contract Faculty and Teaching Assistants, unless other agreements regarding the source of funding exist.

三、約聘教師須於聘期屆滿前由原提聘單位依程序提請續聘，否則即不予續聘；如因發展國際一流大學及頂尖研究中心計畫終止（或結束），或該計畫經費不足，或本聘任案之教學需求已不存在時，即不予續聘。本聘約並於聘期屆滿自然終止。

3. Contract renewal applications for contract faculty shall be submitted by the original appointing unit in accordance with relevant procedures before the expiration of the contract; otherwise, the contract renewal will be denied. If the project for promoting academic excellence and developing world-class research centers was terminated (or completed), the funding for the project were insufficient, or the demand for the current teaching position has ceased to exist, the contract will not be renewed. Termination of employment shall take effect at the expiration of the employment contract.

四、工作天數：約聘教師每週留校 5 天，對於學生心理、品德、生活、言行，隨時均應擔任輔導責任，並有親自授課、監考、閱卷及擔任導師之義務。

4. Working days: A weekly on-campus presence of a minimum of five full work days is required of all NCTU contract faculty. All NCTU contract faculty should provide assistance and counseling to students regarding their psychological well-being, morality, life, speech, and behavior. In addition, NCTU contract faculty is obliged to personally provide lectures, administer and grade examinations, and serve as student mentors.

五、每週授課時數：須符合約聘教授 8 小時，約聘助理教授及副教授 9 小時，約聘講師 10 小時。

5. Weekly lecture hours: The required weekly lecture hours are eight hours for contract professors, nine hours for contract associate professors, nine hours for contract assistant professors, and ten hours for contract instructors.

六、新進約聘教師前三年需以英語授課，每學年至少一門，並以研究所課程為

優先。

6. During the first three years after initial appointment, all NCTU contract faculty must use English as the language of instruction in a minimum of one course (graduate courses are preferred) per academic year.

七、約聘教師之差假、審查及升等，比照本校專任教師或研究人員之規定辦理。受聘者均應參加勞工保險及全民健保，並比照「各機關學校聘僱人員離職儲金給與辦法」或「勞工退休金條例」之規定辦理離職儲金或勞工退休金。

7. Contract faculty members' leave, review, and promotion shall be processed according to the University regulations for full-time faculty and researchers. The appointed faculty shall register for the labor insurance and national health insurance schemes, and apply for contribution benefits or labor pension in accordance with Regulations of Pay-as-you-go Contribution Benefit for Personnel Serving in all Organizations and Schools under a Civil Contractual Relationship or the Labor Pension Act.

八、約聘教師不得專任校外職務及課務，如有兼職兼課情形應依照有關法令規定辦理，並須經學校同意。

8. Under no circumstances should NCTU contract faculty engage in full-time administrative or teaching positions at institutions other than NCTU. In cases of part-time positions, either as teachers or in other job functions, they must seek NCTU consent and apply for approval in accordance with relevant laws and regulations.

九、約聘教師須符合本校開課科目規定「大學部修課學生 10 名、研究所 5 名」始得開課（特殊情形專案奉准者除外）。約聘教師在所屬單位之權利與義務，依該所屬單位之約定辦理。

9. NCTU contract faculty shall only present courses that comply with the relevant NCTU regulations, which postulate that a subject course must involve 10 undergraduate students or 5 graduate students (except for special circumstances for which approval is needed). The rights and obligations of contract faculty in an affiliated unit should be handled in accordance with the agreements of the affiliated unit.

十、約聘期間，約聘教師願接受學校及提聘單位工作上之指派，並遵守學校及提聘單位之一切規定；約聘教師如擬於任期未屆滿前離職，應於生效日前一個月內以書面告知學校，並附列理由。

10. During the contract duration, contract faculty should accept the work duties assigned by the University and the appointing unit and comply with all the regulations specified. If contract faculty wish to leave before the expiration of their contract, they shall submit a written document explaining their reasons for leaving within one month before the effective date of departure to the University.

十一、在聘約期限屆滿後，不再應聘時應於聘約屆滿一個月前書面通知學校，

如欲於聘約存續期間內辭職者，須以書面通知並經學校同意後，始得離職。

11. A written notice must be submitted to NCTU one month prior to the expiration of the present contract if the faculty member no longer desires contract renewal. Resignation during the contract term is effective only upon a written notice from the faculty member and the approval from NCTU.

十二、約聘教師應遵守本校教師性別平等倫理守則，於人際互動上不得違反專業倫理，如發現其與學生之關係有違反專業倫理之虞，應主動迴避或陳報學校處理。

12. NCTU contract faculty must comply with the NCTU teachers' code of ethics for gender equality. No faculty members may engage in interpersonal interactions that violate the professional standards of ethical behavior. Should a contract faculty member identify a possibility of such a relationship with a student, the said faculty member should avoid such an interaction or report it to the NCTU administration.

十三、約聘教師不得有未透過學校行政作業而私自逕與校外單位簽訂合約，接受委託研究之情事。

13. NCTU contract faculty may only enter into contracts with or accept research commission from external units through NCTU administrative procedures.

十四、約聘教師因故不能授課，其請假、補課、代課事宜，比照教師請假規則及依本校相關規定辦理。

14. Should contract faculty members fail to fulfill their teaching obligations because of personal reasons, arrangements regarding leave of absence, rescheduled lessons, and substitute teachers must follow the Teachers' Leave Regulations and relevant NCTU regulations.

十五、約聘教師違反契約情節重大，或有其他不當行為，經有關單位查證屬實時，經校教師評審委員會通過後解聘，惟情節未達解聘者，依有關規定處理。

15. Once a violation has been verified by the relevant units, the contract of a contract faculty member may be terminated and the contract faculty member may be dismissed because of a breach of the employment contract caused by failure to perform obligations or other forms of misconduct. If a situation is not sufficiently grave to warrant the dismissal of the faculty member, the case shall be processed in accordance with relevant regulations.

十六、其他相關權利義務事項悉依契約書之約定及教育部訂「國立大學校務基金進用教學人員研究人員及工作人員實施原則」暨本校「約聘教師聘任及升等辦法」等相關規定辦理。

16. Matters that are not specified in this contract shall be dealt with

in accordance with the “Implementation Principles of the Endowment Fund for Teaching Faculty, Researchers, and Staff at National Universities” , “Regulations of the Appointment and Promotion for Contract Faculty at NCTU” , and other relevant regulations.

**\*The Chinese version of this contract shall prevail in case of any discrepancy or inconsistency between Chinese version and its English translation.**