

國立中興大學基因體暨生物資訊學研究所所長選薦辦法

98年6月5日所務會議訂定通過

99年10月23日所務會議修訂通過

100年4月28日所務會議修訂通過

102年9月4日所務會議修訂通過

109年2月25日所務會議修訂通過

109年3月26日所務會議修訂通過

第一條 依據「國立中興大學生命科學院系所主管選薦辦法」，訂定本辦法。

第二條 原任所長任期屆滿前三個月或因故出缺一個月內，由原任主管或職務代理人主持成立選薦委員會（以下簡稱委員會），辦理繼任主管人選之選薦事宜。逾期一個月尚未成立時，由院長召集成立之。

第三條 委員會之設置及權責：

一、委員至少五人，由本所全體教師互選之。借調、進修、休假研究之人員無選舉權與被選舉權。符合資格之教師人數不足時，得請所外傑出學術界人士擔任。

二、委員會成立後一星期內，由院長或院長指派一人召開第一次會議，由委員互選一人為主席兼召集人。須有三分之二(含)以上成員出席始得開議。

三、委員會應公開徵求、推薦或接受推薦合於資格之本所所長初薦人選，經各方面之徵詢瞭解與審查，並將合於資格之候選人名單及審查資料提交本所選舉。

四、如當選委員發生下列情形時，由候補委員替補之：

(一) 成為本所所長初薦人選者。

(二) 因故無法參與遴選作業，聲請放棄者。

(三) 與候選人有配偶、三親等內之血親或姻親或曾有此關係或有學位論文指導之師生關係。

(四) 經委員會確認並決議解除職務者。

五、委員會於校長核聘新任系、所主管後，自動解散。

第四條 所長候選人之資格：候選人須為本校副教授以上專任教師，且具有下列各目條件之一，其中著作須符合本校「教師升等評審標準暨聘任升等著作送審準則」之規定：

一、最近五年內以第一作者或通訊作者於國際期刊發表論文〔含發明專利、新品種育成、技術移轉等成果〕三篇(件)以上。

二、最近五年曾主持三年以上科技部研究型計畫者。

三、最近五年曾獲校級教學或服務特優獎勵者。

系所主管候選人須未曾因違反學術倫理而受校教師評審委員會處分者。

第五條 選舉辦法：

一、選舉人須為本所合格專任講師（含）以上教師。

二、因休假研究、進修及借調而無法投票者，不列入選舉人數。

三、選舉由委員會公告，以無記名方式對候選人逐一行使同意權，須有選舉權人數三分之二(含)以上投票始為有效。委員會就得票率達選舉人數三分之二(含)同意之候選人中，依得票數最高之一人至三人，報請院長商請校長擇聘之。

四、若得票率未達上列標準時，應重新選薦。

第六條 所長之任期為三年，連選得連任一次。

第七條 所長於任期中如有特殊情況發生，得由校長交議或經本所專任教師過半數之連署提不適任案，由院長召開所務會議，經本所務會議全體代表三分之二(含)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。

第八條 無法辦理選薦事宜或辦理發生困難，應召開所務會議商討。不能如期依法產生所主管時，得由院長推薦人選商請校長依相關法令及教育部規定，逕行聘任本所所長。

第九條 本辦法經本所所務會議通過，報請院長核備後實施，修正時亦同。

Graduate Institute of Genomics and Bioinformatics
National Chung Hsing University
Regulations for the Election and Recommendation of the Director

Approved by the Institute Council on June 5, 2009
Amended on October 23, 2010; April 28, 2011; September 4, 2013; February 25, 2020; March 26, 2020

Article 1

These regulations are established in accordance with the "Regulations for the Election and Recommendation of Department and Institute Directors, College of Life Sciences, National Chung Hsing University."

Article 2

Three months before the end of the current Director's term, or within one month of a vacancy, the current Director or acting Director shall establish an Election and Recommendation Committee (hereinafter referred to as "the Committee") to manage the recommendation process for the new Director. If no committee is formed within one month, the Dean shall convene the committee.

Article 3

Establishment and Responsibilities of the Committee:

1. The Committee shall consist of at least five members elected by the full-time faculty of the Institute. Faculty members on secondment, study leave, or sabbatical are ineligible to vote or be elected. If the number of eligible faculty is insufficient, distinguished scholars from outside the Institute may be invited to serve.
2. Within one week of its formation, the Committee shall hold its first meeting, chaired by the Dean or a designated representative. The Committee members shall elect a chairperson from among themselves to serve as the convener. At least two-thirds of the members must be present to proceed.
3. The Committee shall openly solicit, nominate, or accept nominations for eligible candidates for the position of Director. After consultation and review, the Committee shall submit a list of qualified candidates along with relevant documents for election by the Institute.
4. Replacement of Committee members shall occur in the following situations:
 - (1) A member becomes a candidate for the position of Director.
 - (2) A member is unable to participate in the selection process and formally requests to withdraw.
 - (3) A member has a spouse, relative within three degrees of kinship, or former advisor-student relationship with a candidate.
 - (4) A member is removed by the Committee through a resolution.
5. The Committee shall dissolve automatically once the President of the University appoints the new Director.

Article 4

Qualifications of Director Candidates:

Candidates must be full-time faculty members at the rank of associate professor or above at the University and meet at least one of the following criteria. Publications must comply with the University's "Standards for Faculty Promotion Evaluation and Submission Guidelines for Review":

1. Published at least three papers (or equivalent achievements such as patents, new

plant varieties, or technology transfers) as the first or corresponding author in international journals within the past five years.

2. Served as the principal investigator for research projects funded by the Ministry of Science and Technology (MOST) for at least three years within the past five years.
3. Received University-level awards for outstanding teaching or service within the past five years.

Candidates must not have been disciplined by the University's Faculty Evaluation Committee for violating academic ethics.

Article 5

Election Process:

1. Eligible voters include full-time faculty members at the rank of lecturer or above.
2. Faculty members on study leave, sabbatical, or secondment who are unable to vote are excluded from the total number of voters.
3. The election shall be conducted via secret ballot. A quorum of at least two-thirds of eligible voters is required. The Committee shall recommend one to three candidates with the highest votes (and at least two-thirds approval) to the Dean, who will forward the recommendation to the University President for appointment.
4. If no candidate meets the required standard, a new election shall be conducted.

Article 6

The Director's term is three years and may be renewed once through re-election.

Article 7

If the Director becomes unsuitable for the position during their term, a dismissal proposal may be initiated by the University President or by a petition signed by more than half of the full-time faculty members. The Dean shall convene a meeting of the Institute Council, and with the approval of at least two-thirds of the members present, the Dean shall submit the proposal to the President for dismissal. A new Director shall be selected according to the relevant regulations.

Article 8

If the selection process cannot proceed or encounters difficulties, the Institute Council shall discuss the matter. If no Director is elected within the prescribed time, the Dean may recommend a candidate for direct appointment by the University President in accordance with relevant laws and Ministry of Education regulations.

Article 9

These regulations are implemented upon approval by the Institute Council and endorsement by the Dean. Amendments follow the same procedure.