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| 明志科技大學   |  | | --- | | Ming Chi University of Technology | | 規章編號 |
| ADK0020001 |

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| 有機電子研究中心  研究人員評審委員會設置辦法  Establishment Regulations for the Research Personnel Review Committee for the Organic Electronics Research Center |

制定部門：明志科技大學有機電子研究中心

Established by: the Organic Electronics Research Center

中華民國 113年09月24日制訂

Established on September 24, 2024

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明志科技大學

明志科技大學有機電子研究中心研究人員評審委員會設置辦法

MCUT Establishment Regulations for the Research Personnel Review Committee for the Organic Electronics Research Center

113.09.24研究發展處研究人員評審委員會議制訂

Established by the Office of Research and Development Researcher Evaluation

Committee Meeting on 2024.09.24

第一條 辦法依據

依據本中心設置辦法(規章編號:ADK0010001)第五條設置研究人員評審委員會(以下簡稱本會)，並訂定「研究人員評審委員會設置辦法」(以下簡稱本辦法)。

Article 1 Basis of the Regulations

In accordance with Article 5 of the establishment regulations of this center (Number of guidelines: ADK0010001), the Research Personnel Review Committee (hereinafter referred to as 'the Committee') is established. The 'Regulations for the Establishment of the Research Personnel Review Committee' (hereinafter referred to as these Regulations') are hereby formulated.

第二條 本會成員

一、 當然委員：中心主任

二、 選任委員：由中心選任4-6名相關專長教師及研究人員(副研究員以上)。

三、委員人數5~7人。本會因具資格之委員不足時，應由中心主任推薦符合資格之委員，循行政程序簽請校長核可後經推選而充任之。所推薦之人數應多於該資格不足額之數。

Article 2 Committee Members

1. Ex-officio member: The center director.
2. Elective members: The center will select 4 to 6 faculty members or researchers with relevant expertise at the level of associate research fellow or higher.
3. The committee shall consist of 5 to 7 members. If there are not enough qualified members, the center director shall recommend additional candidates who meet the qualifications. These candidates will be appointed following administrative procedures and approval by President. The number of recommended candidates should exceed the number of unfilled positions.

第三條 定義

Article 3 Definition

研究人員包含助理研究員、副研究員、研究員，共三級。

The researchers are categorized into three levels: assistant research fellow, associate research fellow, and research fellow.

第四條 本會職掌

本會審議下列事項：

一、研究人員聘任初審。

二、研究人員升等初審。

三、研究人員考核與續聘。

四、研究人員停聘、解聘、不續聘程序。

五、有關國內、外進修、派駐等事項。

六、有關適任性評核相關事項。

七、其他依法應評審事項。

Article 4: The responsibilities of the Committee

The Committee shall deliberate on the following matters:

1. Preliminary evaluation of researcher appointments.
2. Preliminary evaluation of researcher promotions.
3. Evaluation and reappointment of researchers.
4. Procedures for termination, dismissal, and non-renewal of researcher contracts.
5. Matters related to domestic and international training and assignments.
6. Matters related to competency assessments.
7. Other matters that require evaluation in accordance with regulations or laws.

第五條 會議召開

一、本會每學年至少召開一次，以召集人為主席，應有三分之二委員出席，始得開會，經出席委員三分之二以上同意始得決議。召集人因故不能出席時，由委員互選一人擔任。

二、遇有關本人及三親等內親屬提評審事項時，應行迴避，不得參與表決。

三、審議升等案時應由擬升職稱同一級以上委員進行審查，以避免低階高審情形。

Article 5: Convening of Meetings

1. The committee shall convene at least once each academic year, with the convener serving as the chairperson. A quorum of two-thirds of the committee members must be present to conduct a meeting, and resolutions require the approval of more than two-thirds of the members in attendance. If the convener is unable to attend, the committee members shall elect one among them to serve as a replacement.
2. When matters concerning oneself or relatives within the third degree of kinship are being reviewed, one must abstain from participation and is prohibited from engaging in the voting.
3. When reviewing promotion cases, the examination should be conducted by committee members who hold a rank equal to or higher than the proposed title, in order to avoid situations where lower-ranking members evaluate higher positions.

第六條 審查程序

通過審查之研究人員，需備妥相關資料送本會審議，經出席委員三分之二以上同意後，經本會及研究發展處研究人員評審委員會依相關規定完成研究人員聘任、續聘、停聘、解聘與不續聘之程序。

Article 6: Evaluation Procedure

Researchers who pass the evaluation must prepare the relevant materials for the committee's review. Approval requires a two-thirds majority of attending members. Afterward, the appointment, renewal, suspension, dismissal, or non-renewal of researchers will be finalized in accordance with relevant regulations by the Office of Research and Development Researcher Evaluation Committee.

第七條 未盡事宜

本辦法如有未盡事宜，依相關法令及規章辦理。

Article 7: Other Matters not Covered

Any matters not covered by these regulations shall be handled in accordance with relevant laws and regulations.

第八條 實施與修訂

本辦法經研究發展處研究人員評審委員會會議通過，陳校長核定後實施，修訂時亦同。

Article 8: Implementation and Amendment

This regulation has been approved by the Office of Research and Development Researcher Evaluation Committee and promulgated for implementation after being ratified by President. The same process applies for any amendments.