

文藻外語大學彈性薪資實施辦法

Wenzao Ursuline University of Languages Regulations Governing the Implementation of the Merit Pay Program

110年7月13日教育部臺教技(三)字第1100093009號函准備查

- 第一條 立法目的：文藻外語大學（以下簡稱本校）為延攬及留任國內外特殊優秀人員，以期達到發展成為卓越外語大學之目標，特訂定「文藻外語大學彈性薪資實施辦法」（以下簡稱本辦法）。
- Article 1 Purpose of Enactment: Wenzao Ursuline University of Languages (hereinafter “the University”) has stipulated Wenzao Ursuline University of Languages Regulations Governing the Implementation of the Merit Pay Program (hereinafter “the Regulations”) to recruit and retain special and outstanding talents both domestically and internationally to achieve the goal of developing into an outstanding university of foreign languages.
- 第二條 適用對象：本校現職及新聘講座教授、特聘教師、客座教師、專任教師、專案教師。但以政府經費補助者，不適用於公立大專校院退休者。
- Article 2 Subjects Eligible for Merit Pay Rewards: Current **and newly recruited chairs, specially appointed faculty members, visiting faculty members, full-time faculty members, and project-based faculty members** at the University may apply for the merit pay rewards. **However, subsidies received from government bodies do not apply to those who have retired from public colleges or universities.**
- 第三條 彈性薪資之定義：係指除月支本薪（年功薪）、學術研究費、主管職務加給、津貼外，每月或每年增給一定數額之獎勵金或其他行政支援。
- Article 3 Definition of Merit Pay: It refers to an additional sum of reward or other administrative support on top of the monthly principal salary (seniority salary), academic research funds, supervisory duties allowances, and subsidies.
- 第四條 本辦法獎勵種類、經費來源、支給標準及職級比例如下：
- 一、獎勵種類：
- (一) 教學類。
 - (二) 研究與產學合作類。
 - (三) 服務、輔導類。
 - (四) 新聘國際優秀人才。
 - (五) 國內特殊優秀人才。
- 二、經費來源：由高等教育深耕計畫經費、教育部獎補助款、科技部或其他政府機關補助經費及本校經費支應。
- 三、支給標準：參考文藻外語大學彈性薪資支給標準表(附表一)。

四、獲彈性薪資獎勵之副教授(含)以下職級人數，不得低於總獲獎勵人數之20%。

前項第一款各目獎勵在同一事由不得重複支領。

- Article 4 Categories of rewards, sources of funding, payment standards, and ratios between rankings of these Regulations are listed as follows:
- (1) Categories of Rewards:
 - (i) Teaching category.
 - (ii) Academic research and industry-academia collaboration category.
 - (iii) Service and counseling category.
 - (iv) Newly appointed international outstanding talents.
 - (v) Special and outstanding domestic talents.
 - (2) Sources of Funding: The fund required by the Regulations is paid by the budget of the Ministry of Education (MOE) Higher Education Sprout Project, MOE grants, subsidies granted by the Ministry of Science and Technology (MOST) or other governmental agencies, and the University funds.
 - (3) Payment Standards: See Wenzao Ursuline University of Languages Payment Standards for Merit Pay Table (Appendix 1) for reference.
 - (4) The number of associate professors and below receiving merit pay rewards shall not be less than 20% of the total number of recipients of merit pay rewards.

No additional payment shall be granted to applications based on the same matter for the different categories of rewards specified in Section One of the preceding paragraph.

第五條 彈性薪資之審議、獎勵期間及額度，由彈性薪資審議小組（以下簡稱審議小組）審議決定。

前項彈性薪資審議小組由校長、副校長、研發長、教務長及教師代表三人組成，教師代表由校長遴聘之，校長為召集人，人事室主任為執行秘書。學務長、會計主任得列席。

Article 5 The review of merit pay rewards, the period of the rewards, and the amount of the merit pay shall be determined by the Merit Pay Review Committee (hereinafter “the Committee”).

The Committee referred to in the preceding paragraph consists of the President, Vice President, Dean of Research and Development, Dean of Academic Affairs, and three faculty representatives, with the faculty representatives being selected by the President. The President serves as the convener, and the Director of Personnel Office serves as the executive secretary. The Dean of Student Affairs and Director of Accounting may be present.

第六條 現任教師近三年內符合下列資格者，經審定後，給予彈性薪資。

一、教學類，具備下列資格之一者：

- (一) 獲全國性之優良教師獎項者。
 - (二) 獲本校教學優良或專業典範獎項者。
 - (三) 獲教育部相關教學、研究計畫且成果卓著者。
 - (四) 推動校、院、系(中心)之課程教學改善計畫成效優良者。
 - (五) 教師課程教學創新成效優異，具分享推廣應用價值者。
 - (六) 其他具體優良教學表現者。
- 二、研究與產學合作類，具備下列資格之一者：
- (一) 獲教育部學術獎、科技部傑出研究獎等全國性優良研究獎項者。
 - (二) 獲本校學術研究暨產官學合作績優教師者。
 - (三) 獲本校專業典範獎項者。
 - (四) 符合本校教師研發成果管理辦法規定且成果卓著者。
 - (五) 具其他特殊優秀研究與產學合作成果者。
- 三、服務、輔導類，具備下列資格之一者：
- (一) 獲本校優良導師兩次以上者。
 - (二) 推動重大政策或校級專案計畫成效卓著者。
 - (三) 兼任行政職務，績效傑出，對本校有具體貢獻者。
 - (四) 參與校內外各項服務或輔導，有助提高校譽且有具體事證者。
 - (五) 獲本校專業典範獎項者。
 - (六) 具其他特殊優良服務輔導事蹟者。
- 前項獎勵種類以佔年度彈性薪資總額百分之六十為原則。

Article 6

Current faculty members who have met the following criteria within the past three years shall be given merit pay upon review and approval by the Committee.

- (1) Faculty members who satisfy one of the following conditions in the teaching category:
- (i) Having received a Distinguished Teaching Award at the national level.
 - (ii) Having received the University's Distinguished Teaching Award or Professional Development Award.
 - (iii) Having been awarded relevant teaching and research projects by the MOE with outstanding results.
 - (iv) Having carried out a curriculum teaching improvement plan at the University/college/department (center) with excellent results.
 - (v) Having attained excellent results in curriculum teaching innovation and having shared and promoted its value and application.
 - (vi) Having demonstrated other specific, outstanding teaching performance.
- (2) Faculty members who satisfy one of the following conditions in the academic research and industry-academia collaboration category:
- (i) Having been granted the MOE Academic Award, MOST Outstanding Research Award, or other outstanding research awards at the national level.

- (ii) Having received the University's Outstanding Academic Research and Academia-Industry-Government Collaboration Award.
- (iii) Having received the University's Professional Development Award.
- (iv) Having met the requirements of the University's Regulations Governing Research and Development Accomplishments with outstanding results.
- (v) Having attained other special, outstanding achievements in academic research and academia-industry collaboration.
- (3) Faculty members who satisfy one of the following conditions in the service and counseling category:
- (i) Having been awarded Excellent Homeroom Teacher more than twice.
- (ii) Having achieved outstanding results in promoting major policies or university-level programs.
- (iii) Having held administrative duties with outstanding performance and specific contributions to the University.
- (iv) Having participated in various services or counseling programs both on and off campus with specific evidence in fostering the reputation of the University.
- (v) Having received the University's Professional Development Award.
- (vi) Having demonstrated other special, outstanding achievements in service and counseling.

The amount of merit pay granted under the rewards categories specified in the preceding paragraphs shall account for 60% of the total annual amount of the merit pay program.

第七條 新聘國際優秀人才、國內特殊優秀人才或現任教師具備下列條件之一者，得直接經審議小組審定後，給予彈性薪資。

- 一、中央研究院院士。
- 二、教育部國家講座。
- 三、獲國家級或國際級榮譽獎項，其性質與本項各款學術地位相當者。
- 四、高等教育經營管理人才。
- 五、業界特殊優秀人才。
- 六、本校講座教授。
- 七、本校客座教授、副教授。
- 八、本校特聘教授、副教授。

前項獎勵種類以佔年度彈性薪資總額百分之四十為原則。

Article 7 Newly appointed international outstanding talents, special outstanding domestic talents, or current faculty members who satisfy one of the following criteria may be granted merit pay rewards directly after being approved by the Committee:

- (1) Research Fellow of Academia Sinica.
- (2) MOE National Chair.

- (3) Having received national or international honorary awards, the nature of which being equivalent to the academic status specified in the subparagraphs of this paragraph.
- (4) Professional talents in higher education management.
- (5) Special talents from industries.
- (6) Chair of the University.
- (7) Visiting professors and associate professors at the University.
- (8) Specially appointed professors and associate professors at the University.

The amount of merit pay granted under the rewards categories specified in the preceding paragraphs shall account for 40% of the total annual amount of the merit pay program.

第八條 審議小組原則上每學年召開一次會議。必要時得再召開審查會議，並邀請申請單位主管列席報告或補充資料。審議小組審議通過之名單陳請校長核定後公布。

Article 8 In principle, the Committee shall convene once every school year. If necessary, it may convene another review meeting and invite the director of the unit to which the applicant belongs to attend and give a report or additional information. The list approved by the Committee shall be presented to the President and announced upon the ratification of the President.

第九條 彈性薪資獎勵申請，原則一年一次，由人事室公告申請時間，申請人應於公告期間內，備妥申請書及相關佐證資料，向所屬學術單位提出申請。

屬於第六條第一項第三款或第七條之獎勵人才，由所屬單位以書面說明，連同相關佐證資料於公告期間內向人事室提出申請。

Article 9 In principle, applications for the rewards of merit pay shall be made once a year. The Personnel Office shall announce the application period, and applicants shall submit their applications and related supporting documents to their academic units within the period announced.

For the rewards of talents falling under Article 6, Section 1, Paragraph 3 or Article 7, the respective unit shall submit a written statement, together with relevant supporting materials, to the Personnel Office within the period announced.

第十條 彈性薪資之獎勵一年一期；並得視政府補助之經費，本校之財務狀況、學校政策之變動及各種人才之需要，逐年檢討，定期調整。必要時得經審議小組之決議，經校長同意後，得彈性調整受獎期間。

Article 10 The reward of merit pay is granted once a year; it may be reviewed and adjusted periodically depending on government subsidies, the financial status of the University, changes in the University's policies, and the demands for various talents. The period of the reward may be flexibly adjusted if deemed

necessary by a resolution of the Committee and with the consent of the President.

第十一條 對獲得本辦法獎勵之新聘國際優秀人才，得經所屬單位向校方提出必要之教學、研究及行政支援，支援項目如下：

- 一、 教學支援：提供教師各項教學相關服務，如：教學與研究諮詢、數位教材製作、遠距課程發展及媒體素材資源等。
- 二、 研究支援：提供相對應經費於研究計畫、研究成果獎勵、專利研發、論文發表、研究公假申請、參加國際研討會、學術諮詢及特色研究中心設置等。
- 三、 行政支援：提供教師宿舍、教師研究室、電腦基本設備、資訊網路、圖書館等資源服務。

Article 11 Newly appointed international outstanding talents who have been rewarded under these Regulations may submit necessary teaching, research, and administrative support to the University through their respective units. Support items are listed as follows:

- (1) Teaching support: Services related to teaching that are available include teaching and research consultation, digital teaching materials production, course development for distance learning, media materials resources, etc.
- (2) Research support: Research support that is available includes corresponding funding for research projects, rewards for research achievements, development of patents, publications of papers, applications for leave for research purposes, participation in international symposiums, academic consultation, the establishment of featured research centers, etc.
- (3) Administrative support: Administrative support includes faculty dormitory, faculty research offices, basic computer equipment, information networks, libraries, and services of other resources.

第十二條 領取彈性薪資者，若發生下列情事，停止發放獎勵金：

- 一、 於獎勵期間離職。
- 二、 因偽造文書或不實資料而違反學術倫理。
- 三、 違反獲彈性薪資**獎勵**契約或教師聘任規定。
- 四、 領取彈性薪資之**期間**未通過教師評鑑。

Article 12 The rewards of merit pay shall cease to be granted to those faculty members who have been determined to be in one of the following situations:

- (1) Termination of employment during the reward period.
- (2) Violation of academic ethics through forgery or false documentation.
- (3) Violation of the provisions specified in merit pay **rewards** contracts or faculty appointment requirements.
- (4) Failure to pass faculty performance evaluation during the **period** of the rewards of merit pay.

第十三條 領取彈性薪資者，於獎勵期間應於教師或校內相關研討（習）會中分享研

究、教學、服務經驗、心得，至少兩場；並擔任傳授、輔導、諮詢教師等。

獲獎勵種類為教學類或研究與產學合作類者，另需再履行下列義務之一：

一、協助本校教師進行學術研究計畫，如提出科技部專題研究計畫或教育部教學實踐研究計畫。

二、成立一個教學或產學研究社群並於社群中擔任傳授輔導諮詢教師。

三、指導學生參與科技部大專學生專題研究計畫。

領取彈性薪資者，應於獎勵期滿後三個月內提交年度績效自評成果報告，作為此計畫執行之績效。未履行義務之教師，不得申請下一年度彈性薪資獎勵。

Article 13

Merit pay recipients shall share their research, teaching, and service experiences and insights at least twice during the reward period at faculty or the University seminars (workshops); and serve as teaching, counseling, and consultation faculty members, etc. **If their rewards of merit pay fall under the teaching category or the academic research and industry-academia collaboration category, the recipients must also fulfill one of the following additional obligations:**

(1) **Assisting faculty members of the University with academic research projects, such as proposing research projects funded by the MOST or teaching practice research programs funded by the MOE.**

(2) Setting up **one** teaching or academia-industry research community and serve as the teaching, counseling, and consultation faculty member in the community.

(3) Advising students to participate in undergraduate student research projects sponsored by the MOST.

Recipients of the merit pay rewards **shall** submit an annual self-evaluation performance review within **three** months after the expiration of the merit pay period, which is to be used as the implementation performance of the Program. Faculty members who fail to fulfill their obligations will not be allowed to apply for merit pay rewards in the following year.

第十四條 獲彈性薪資補助者應與本校簽訂獲彈性薪資**獎勵**契約，並遵守本辦法及契約之相關規定。

Article 14 Recipients of the merit pay rewards shall sign a contract reflecting the receipt of the merit pay **rewards** with the University and abide by the relevant provisions of these Regulations and the contract.

第十五條 本辦法經行政會議訂定、董事會通過並報請教育部核備後公告實施，修正時亦同。

Article 15 These Regulations shall be promulgated and implemented after they have been formulated in an Administrative Meeting, approved by the Board of Directors, and submitted to the MOE for future reference; furthermore, any amendments shall be approved and submitted to the same bodies.

附表一：文藻外語大學彈性薪資支給標準表

Appendix 1: Wenzao Ursuline University of Languages Payment Standards for Merit Pay Table

獎勵項目 Categories of Rewards	最低支給標準/月(元) Minimum Payment Standard/Month (NT\$)	最高支給標準/月(元) Maximum Payment Standard/Month (NT\$)
<u>新聘國際優秀人才</u> <u>Newly Appointed</u> <u>International Outstanding</u> <u>Talents</u>	20,000	40,000
<u>國內特殊優秀人才</u> <u>Special Outstanding</u> <u>Domestic Talents</u>	10,000	40,000
<u>教學類</u> <u>Teaching Category</u>	5,000	40,000
<u>研究與產學合作類</u> <u>Academic Research and</u> <u>Industry-Academia</u> <u>Collaboration Category</u>	5,000	40,000
<u>服務、輔導類</u> <u>Service and Counseling</u> <u>Category</u>	<u>5,000</u>	40,000

(英文版僅供參考，若有歧義，以中文版為準。)

(The English translation is for reference only In case of any discrepancy between Chinese version and English version, the Chinese language version shall prevail.)