

# 温州肯恩大学文件

温肯大〔2019〕51号

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## 温州肯恩大学 关于印发《温州肯恩大学荣誉教授、客座 教授管理办法（试行）》的通知

各部门、学院：

现将《温州肯恩大学荣誉教授、客座教授管理办法（试行）》印发给你们，请遵照执行。

特此通知。

温州肯恩大学

2019年11月6日

# 温州肯恩大学 荣誉教授、客座教授管理办法（试行）

为了进一步规范学校荣誉教授和客座教授的聘任和管理工作，加快学科与专业建设，加强对外学术交流，促进学校事业发展，结合学校实际情况，特制定本办法。

## 第一章 聘任条件

### 第一条 荣誉教授的聘任条件

荣誉教授是学校授予国（境）内外著名专家学者或者有较高社会声望的知名人士的荣誉性学术称号，聘任对象一般应具备下列条件之一：

1. 中国科学院院士或中国工程院院士或海外著名学术机构院士；
2. 具有博士学位或正高级职称，学术造诣深，知名度高，在某一学科领域取得重大成就，获得国际学术界公认的知名人士；
3. 关心和支持学校发展，能够在推进学科建设、促进学术交流和国际合作、推动学校事业发展方面发挥重要作用的社会知名人士。

### 第二条 客座教授的聘任条件

客座教授是学校授予国（境）内外高水平专家、学者和社会人士的高级学术称号。聘任对象一般应具备下列条件之一：

1. 具有博士学位，国内专家具有正高级职称，或国外专家具有副高级以上职称；在其学术领域有较深造诣；所从事的专业和研究方向符合学校学科发展需要，能经常来校开展学术交流，能在提升学校学术水平等方面做出具体指导。

2. 若拟聘人选为国（境）内外研究机构、知名企业、政府人员，则应为具有博士学位的研究人员或高级管理人员，能在推动学校事业发展等方面发挥积极作用并做出实质性贡献。

**第三条** 若拟聘人选未达到本办法设定的聘任条件，但对学校发展起到重大作用或做出实质性突出贡献，经学校研究同意，可予以聘任荣誉教授或客座教授。

## **第二章 聘任细则**

### **第四条 聘任程序**

1. 聘任学院（部门）根据学校教学、科研、管理工作的实际需要和聘任条件，提出拟聘人选。

2. 聘任学院（部门）填写《温州肯恩大学荣誉教授聘任申请表》或《温州肯恩大学客座教授聘任申请表》，并提供拟聘人选相关信息资料，由聘任学院（部门）、科研办、学术副校长签署拟聘意见后，报校长审批。

3. 学校制作聘书和纪念章，举行聘任仪式。

### **第五条 聘任期限**

荣誉教授为终身荣誉。客座教授实行聘期制，聘期三年，到期不办理续聘手续，则自动终止聘任。客座教授如需续聘，

聘任学院（部门）在聘期结束前需对客座教授为学校建设发展做出的贡献进行总结，报科研办、学术副校长签署续聘意见后，报校长审批。

### 第三章 工作要求与报酬

**第六条** 聘任学院（部门）应采取多种方式经常与荣誉教授、客座教授保持联系，充分发挥其在提高学校教学、科研及管理水平，加强对外学术交流，促进学校事业发展中的积极作用。

**第七条** 对于荣誉教授和客座教授学校不支付固定薪酬。受聘来校进行定期指导或开展实质性工作的荣誉教授和客座教授，按其具体承担工作量和贡献大小，支付相应报酬。

**第八条** 荣誉教授和在聘期内的客座教授，若不能履行职责和义务或给学校声誉造成不良影响，学校有权对其做出有关处理决定或予以解聘。

### 第四章 附则

**第九条** 本办法自公布之日起执行，由科研办负责解释。

附件：1. 温州肯恩大学荣誉教授聘任申请表  
2. 温州肯恩大学客座教授聘任申请表

附件 1:

## 温州肯恩大学荣誉教授聘任申请表

姓名		性别	
出生年月		国籍	
现任职单位			
专业技术职务		行政职务	
最高学历(学位)		从事专业	
主要研究方向			
主要简历			
主要社会兼职			
主要教学、科研成果或工作成就			

聘任后工作职责 和内容	
聘任学院（部门） 意见	签字： _____ 年 月 日
科研办意见	签字： _____ 年 月 日
学术副校长意见	签字： _____ 年 月 日
校长意见	签字： _____ 年 月 日

附件 2:

## 温州肯恩大学客座教授聘任申请表

姓名		性别	
出生年月		国籍	
现任职单位			
专业技术职务		行政职务	
最高学历(学位)		从事专业	
主要研究方向			
聘任类别	<input type="checkbox"/> 初聘 <input type="checkbox"/> 续聘		
主要简历			
主要社会兼职			
主要教学、科研成果或工作成就			

聘任后工作职责 和内容	
原聘任期内主要 工作贡献（续聘 类填写）	
聘任学院（部门） 意见	签字： 年 月 日
科研办意见	签字： 年 月 日
学术副校长意见	签字： 年 月 日
校长意见	签字： 年 月 日



**Wenzhou-Kean University**  
**Regulations for Honorary Professors and Visiting Professors**  
**(Interim)**

The Regulations are formulated in accordance with the actual situation of Wenzhou-Kean University (herein referred as “University”) in order to further standardize the appointment and management of honorary professors and visiting professors in University, accelerate the development of disciplines and majors, strengthen academic exchange.

**CHAPTER I. - Terms & Condition of Appointment**

**Article 1.** Honorary Professor

An honorary professor is an honorary academic title conferred by University on famous experts and scholars inside or outside the country (or mainland), or a well-known person with high social prestige. The hiring object should generally meet one of the following conditions:

- a) academician of: Chinese Academy of Sciences, or Chinese Academy of Engineering, or famous overseas academic institutions;
- b) doctor's degree or senior title, profound academic attainments and high popularity, great achievements in a certain discipline and the recognition of international academic circles;
- c) social celebrities who care about and support the development of University and can play an important role in promoting discipline construction, academic exchanges and international cooperation, and the development of University

**Article 2.** Visiting Professor

A visiting professor is the senior academic title given by University to high-level experts, scholars and social personages inside or outside the country (or mainland). The hiring object should generally meet one of the following conditions:

a) domestic experts with doctor's degree or a senior title, foreign experts with a deputy senior title or above; deep attainments in their academic field; the professional and research direction is in line with the development needs of University; available to often come to University to carry out academic exchanges and give specific guidance in improving the academic level.

b) in the case of employing personnel from domestic or foreign research institutions, well-known enterprises or governments, the candidate shall be a researcher with a doctoral degree or a senior manager. The candidate shall play an active role in promoting the development of University and make substantial contributions.

**Article 3.**

If the candidate fails to meet the above appointment conditions, but plays a significant role in the development of University or makes substantial outstanding contributions, he/she may be appointed honorary professor or visiting professor with the consent of University.

**CHAPTER II. - Procedure of Appointment**

**Article 4.**

1.College (department) proposes the candidate according to the actual needs and appointment conditions of teaching, scientific research and management of University.

2.College (department) shall fill in the Application Form of Wenzhou-Kean University Honorary Professor Appointment / Application Form of Wenzhou-Kean University Visiting Professor Appointment, and provide the relevant information of the proposed candidate. The college (department), Office of Research and Sponsored Programs, and Vice Chancellor of Academic Affairs shall give the initial approval with the signature in the application form and report to Chancellor.

**Article 5. Period of Appointment**

Honorary Professor is a lifetime honor. The visiting professor implements the term of three years. If the renewal of visiting professor appointment is not completed after the expiration, the appointment will be automatically terminated. If the visiting professor needs to re-appointed, the college (department) shall summarize the contribution made by the visiting professor to University before the end of the period of appointment. The summary and re-appointment application shall be initially approved by Office of Research and Sponsored Programs, and Vice Chancellor of Academic Affairs and reported to Chancellor.

**CHAPTER III. Requirements & Compensation**

**Article 6.**

College (department) shall keep in touch with its proposed honorary professors and visiting professors in various ways, and give full play to their active role in improving the teaching, scientific research and management level of University, strengthening academic exchanges with foreign countries and promoting the development of University.

**Article 7.**

There is no fixed pay for honorary or visiting professors. Honorary professors and visiting professors engaged in regular guidance or substantive work shall be paid corresponding remuneration according to their specific workload and contribution.

**Article 8.**

University shall have the right to withdraw the appointment of honorary professor or visiting professor if he/she fails to perform his/her duties and obligations or causes adverse impact on the reputation of University.

## **CHAPTER IV. Supplementary Provisions**

### **Article 9.**

This Regulation comes into force upon promulgation. Office of Research and Sponsored Programs reserves the right to explain all the terms.

Appendix:

1.Application Form of Wenzhou-Kean University Honorary Professor Appointment

2.Application Form of Wenzhou-Kean University Visiting Professor Appointment

Appendix I:

**Application Form of Wenzhou-Kean University**

**Honorary Professor Appointment**

Name		Gender	
Date of Birth		Nationality	
Current Employer			
Professional & Technical Post		Administrative Post	
Highest Degree		Major/Field	
Research Field			
Biography/Profile			
Main social part-time job (if any)			
Major achievements in teaching, scientific research or work			

<p>Future responsibilities after appointment</p>	
<p>College (Department)</p>	<p>Signature: DD MM YY</p>
<p>Office of Research and Sponsored Programs</p>	<p>Signature: DD MM YY</p>
<p>Vice Chancellor of Academic Affairs</p>	<p>Signature: DD MM YY</p>
<p>Chancellor</p>	<p>Signature: DD MM YY</p>

Appendix II:

**Application Form of Wenzhou-Kean University**

**Visiting Professor Appointment**

Name		Gender	
Date of Birth		Nationality	
Current Employer			
Professional & Technical Post		Administrative Post	
Highest Degree		Major/Field	
Research Field			
Type of Appointment	<input type="checkbox"/> First Time <input type="checkbox"/> Renewal		
Biography/Profile			
Main social part-time job (if any)			
Major achievements in teaching, scientific research or work			

<p>Future responsibilities after appointment</p>	
<p>Main contribution during first appointment (only for renewal candidate)</p>	
<p>College (Department)</p>	<p>Signature: DD MM YY</p>
<p>Office of Research and Sponsored Programs</p>	<p>Signature: DD MM YY</p>
<p>Vice Chancellor of Academic Affairs</p>	<p>Signature: DD MM YY</p>
<p>Chancellor</p>	<p>Signature: DD MM YY</p>