

# Regulations for Faculty Appointment at I-Shou University

Adopted on May 24, 2006 at the first extraordinary meeting of the University Administration Council in the second semester of the academic year 2005

Amendments adopted on November 12, 2008 at the first meeting of the University Council in the first semester of the academic year 2008

Amendments adopted on July 7, 2009 at the fourth meeting of the University Council in the second semester of the academic year 2008

Amendments to Articles 6 and 11 ratified and promulgated by the President on July 28, 2009

Amendments to Articles 3, 9, 11 and 16 ratified and promulgated by the President on June 20, 2010

Amendments to the Regulations ratified and promulgated by the President on June 6, 2013

- Article 1 The Regulations for Faculty Appointment at I-Shou University (hereinafter referred to as the “Regulations”) are enacted in accordance with Article 15 of the Regulations for Establishment of Teacher Review Committees at I-Shou University (hereinafter referred to as the “University”).
- Article 2 Unless otherwise stipulated by laws and decrees, faculty appointments of the University shall be governed by the Regulations.
- Article 3 To maintain excellent faculty and keep faculty appointment in line with the university development, each department (institute, program or center) shall draw up mid- and long-term faculty appointment plans on the basis of the existing faculty and curriculum planning. Such plans shall be submitted to the College Affairs Councils for review, and then delivered to the Office of Human Resources for future reference. These plans shall be reviewed on a regular basis, and concrete reasons are required before any amendment is made to the plan.  
The Guidelines on Appointment of New Teachers at I-Shou University shall be made separately and become effective after being adopted by the university-level Teacher Review Committee and ratified by the President.
- Article 4 Faculty appointments of the University shall be dealt with in a fair, just and open

manner. Furthermore, the information on initial appointments shall be compiled and published on the mass media or academic publications by the Office of Human Resources.

In principle, initial appointments are made once every semester, and the beginning date of an initial appointment is the first day of each semester (i.e. February 1<sup>st</sup> or August 1<sup>st</sup>).

The appendices show the procedures for appointment of new teachers and list documents to be submitted. The Teacher Review Committees at different levels shall submit recommendations and deliberate all applications by a given deadline.

Article 5 In addition to exceptional character and integrity, applicants must not get involved in any situations in which they are not eligible to take office as educators as stipulated in the Act of Governing the Appointment of Educators, and at the same time satisfy the qualifications as stipulated in the Act and the Enforcement Rules thereof.

If the University satisfies the provisions of the Regulations Governing University Evaluation concerning the ranking as excellent and the accreditation is still valid, the following faculty members are exempted from the restriction that people who reach the retirement age may not be appointed as full-time educators, but they must be aged under 75:

1. chair professors; or
2. full-time international faculty members of the School of Medicine for International Students and the International College who have performed well while teaching at the University and are appointed under special consent of the University.

The term of appointment expires when the faculty members mentioned above reach the age of 75. The number of the faculty members mentioned above shall not exceed 3% of the total number of full-time faculty members of the University, and the term of appointment shall not exceed five years.

Article 6 The teacher qualifications accreditation conducted by the University is governed by the Accreditation Regulations Governing Teacher Qualifications at Institutions of Higher Education of the Ministry of Education as well as relevant regulations and rules.

Article 7 When an applicant for a full-time teaching post holds a doctoral degree conferred by the University, he or she shall have worked full time with remarkable achievements in teaching, research, professional field(s) or capacity in relation to his or her major(s) in other public/private institutions and schools for two years or more. However, such an applicant can be appointed by the University under the conditions that he or she

possesses outstanding specialties or has extraordinary accomplishments, and at the same time is officially recognized by the Selection Committee for New Teachers.

Article 8 To boost academic development of the University, and to invite scholars with academic excellence at home and abroad to teach and conduct research at the University, the University may recruit chair professors at the level of Professor. The regulations for recruiting chair professors shall be made separately, and become effective after being adopted by the University Council, ratified by the President, and submitted to the Board of Trustees for review.

Depending on actual needs for teaching and research, the University may recruit professional technicians to teach and research fellows to conduct research. The qualifications for appointment shall be governed by the Regulations for Appointment of Technicians as Teachers at I-Shou University and Regulations for Recruitment of Research Personnel at I-Shou University. These two regulations shall be made separately, and become effective after being adopted by the university-level Teacher Review Committee and ratified by the President.

To make flexible arrangements of teaching and research personnel, and facilitate inter-unit academic research and collaboration, the University allows intra-university and inter-institution joint appointments of faculty members. The guidelines on joint appointments of faculty members shall be made separately and become effective after being adopted by the university-level Teacher Review Committee and ratified by the President.

To satisfy diversified needs in clinical teaching, the University may recruit clinicians to teach. Regulations for appointment of clinicians shall be made separately and become effective after being adopted by the university-level Teacher Review Committee and ratified by the President.

Article 9 The department/institute/program/center-level Teacher Review Committees shall conduct a department-level examination of qualifications on applicants, and the college/center-level Teacher Review Committees shall review the department-level examination results. Then, the review results shall be referred by the Office of Human Resources to the university-level Teacher Review Committee for approval. The final results shall be submitted to the President for ratification and official appointment before being submitted to the Ministry of Education for issuance of a Teacher Certificate.

For faculty members appointed by a college, the college-level Teacher Review Committee shall conduct a college-level review of qualifications on applicants. Then, the review results shall be directly referred by the Office of Human Resources to the

university-level Teacher Review Committee for approval.

Article 10 When an application for initial appointment is based on advanced degree and educational background, the college-level Teacher Review Committee shall deliver the credentials to five off-campus scholars and experts for external review. To pass the review, the publications or theses/dissertations ought to receive 70 points or more from at least four scholars and experts (the scores shall be rounded up to the nearest integer). Then, the applications for initial appointment will be referred to the university-level Teacher Review Committee for review.

For an applicant for initial appointment who is subject to screening on the basis of publications and work experiences, the qualifications screening procedure and scoring criteria on external review of publications shall be governed by the University's regulations and rules concerning faculty promotion. However, scores on teaching and counseling & service shall not be included as screening items. An applicant whose external review score meets the requirement of screening cut-off score as stipulated in the Regulations for Faculty Promotion System of the University will be appointed by the University; however, when an applicant fails to meet the screening requirement, he or she may choose the screening on the basis of diploma and educational background.

For an applicant for initial appointment who is subject to screening on the basis of a foreign degree or diploma, the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education shall apply to admission qualifications, school of graduation, courses of study, years of study, and circumstances under which a degree or diploma is not accredited.

When the educational system, the title and attributes of an advanced degree conferred by a foreign academic institution are different from those officially recognized in Taiwan, relevant regulations and rules of the Ministry of Education shall apply.

When an applicant for initial appointment holds the Teacher Certificate issued by the Ministry of Education or is a National Chair Professorship holder, an external review of his or her specialized publications is not required. Rather, such an application shall be directly submitted to the Teacher Review Committees at different levels for review.

Article 11 When the representative publications and reference publications submitted by applicants are found to contain plagiarized content or violate the Accreditation Regulations Regarding Teacher Qualifications at Institutions of Higher Education of the Ministry of Education, such applicants shall be subject to the Guidelines on Handling Teachers who Violates the Rules of Screening of Qualification on Teachers by I-Shou University. The aforesaid Guidelines shall be made separately and become effective after being adopted by the university-level Teacher Review Committee and

ratified by the President.

Article 12 In principle, each term of faculty appointment is one year. A faculty member will be denied a reappointment when the term expires unless he or she has satisfied the requirements stipulated in the Regulations for Faculty Evaluation and passed the examination and review by the Teacher Review Committees at all levels.

The Regulations for Faculty Evaluation shall be made separately and become effective after being adopted by the University Council and ratified by the President.

Article 13 Appointed faculty members shall receive the faculty evaluation on teaching, research, and counseling & service. The evaluation results will be an important reference to faculty promotion, salary progression, reappointments, suspension & termination of appointments, non-renewal of appoints, layoff, rewards & punishments, off-campus part-time (teaching) jobs, temporary transfer, and sabbatical leaves.

Article 14 The Teachers' Act, the Act of Governing the Appointment of Educators and relevant regulations and rules of the University shall apply to non-renewal, suspension and termination of faculty appointments.

Article 15 In addition to the Regulations, appointments of part-time faculty members shall also be governed by the Regulations for Appointment of Part-time Teachers of the University. The Regulations for Appointment of Part-time Teachers shall be made separately and become effective after being adopted by the university-level Teacher Review Committee and ratified by the President.

Article 16 Any issue not mentioned herein shall be governed by relevant laws and regulations of the Ministry of Education and the University.

Article 17 The Regulations become effective on the third day of promulgation after being adopted by the University Council and ratified by the President.

*Note: In the event of any disputes or misunderstanding as to the interpretation of the language or terms of these Regulations, the Chinese language version shall prevail...*