

# Guidelines for Joint Appointments of Faculty Member at I-Shou University

Adopted on April 12, 2006 at the first meeting of the University Administration Council in the second semester of the academic year 2005

Amendments adopted on October 29, 2008 at the third meeting of the university-level Teacher Review Committee in the third semester of the academic year 2008

Amendments to Articles 1, 2, 4~6, 8~13, 16, 18 and 19 ratified and promulgated by the President on November 21, 2012

Amendment to Article 10 ratified and promulgated by the President on July 25, 2014

- I. The Guidelines for Joint Appointments of Faculty Member at I-Shou University (hereinafter referred to as the “Guidelines”) are established by I-Shou University (hereinafter referred to as the “University”) pursuant to the Article 9 of the Regulations for Faculty Recruitment by I-Shou University to flexibly manage teaching and research human resources and promote the cooperation between teaching and research units for outstanding teaching and research talents recruitment.
- II. The term of joint appointment in the Guidelines shall mean that two or more units in the University hire one full-time faculty member or researcher together; or the University hires the faculty members or other related personnel (hereinafter referred to as the faculty members) with other universities or institutions together.
- III. The missions or tasks for the teachers shall include teaching, academic research, thesis instruction for graduate students, industrial-academic cooperation and counseling service, etc.
- IV. The department (institute, program, center) that intends to appoint the faculty members should be the main unit of joint appointment, and the other unit shall be the subsidiary unit. The term of joint appointment shall be determined by the both units and be submitted to the department (institute, program, center)-level Teacher Review Committee and college-level Teacher Review Committee for deliberation, and then to university-level Teacher Review Committee for reference.  
The University will give the faculty members the certificate of appointment once the joint

appointment is ratified by the President.

- V. Total amount of the faculty members for joint appointment at the University shall be included to the main unit of joint appointment.
- VI. The amount of teaching hours at two units of the University shall be calculated together.
- VII. The internal affairs relating to the joint appointment in the main and subsidiary units shall be decided by the units and teachers. If the affairs are related to the rights and obligations of the entire university, the main unit shall take the responsibility to handle it. The rights and obligations aforesaid shall be recorded on the certificate of appointment.
- VIII. The review and promotion of faculty members shall be determined by the main and subsidiary unit after the discussion. The performances on teaching, research, counseling and service at the both units will be recorded for assessment, and the heads of both units shall collect the comprehensive opinions and send to the unit in charge.
- IX. The number of faculty members, who plan to pursue further education, do research, request for doing research on sabbatical leave, temporary transfer, or any affairs about the calculation for the percentage of people leave office at the University, shall be calculated together with the member of the main unit and being deliberated by the main unit in accordance with regulated procedure.
- X. The University may appoint the excellent faculty members or researchers with other universities, colleges or related institutes due to the practical needs of teaching or research.
- XI. The University shall be the main unit when paying for the salary of the faculty members, and the number of faculty members should be calculated with the one of the University. If the faculty members have not received the pay from the University, the University will be deemed as the subsidiary unit, and the number of the faculty members will not be calculated with the one of establishment at the University.
- XII. Faculty members for joint appointment shall be evaluated and approved by the department/program/center/college-level Teacher Performances Assessment Committees at the University. The joint appointment will become effective after being ratified by the President and forwarded to the university-level Teacher Performances Assessment for reference. When the University is the main unit, the subsidiary unit shall apply to the University in writing. When the University is the subsidiary unit, the University shall issue a letter of appointment to the faculty members after the other party agrees in writing.
- XIII. When the main unit is the University, all of the rights and obligations of the faculty members should be the same as the ones of the full-time faculty members at the University. However, the faculty members' rights and obligations at the subsidiary unit shall be implemented after being negotiated with and being agreed by the University.
- XIV. When the subsidiary unit is the University, the faculty members' rights and obligations at the

department/institute/ program/center are listed as below:

1. The amount of teaching hours each week shall not exceed 4 hours with hourly pay.
  2. Faculty members may give the graduate students instruction on theses with receiving the pay for the instruction.
  3. Faculty members may use the resources of the University to do research, participate in the academic activities and attend the conferences of departments and institutes.
  4. Faculty members may take a part-time job as the person in charge or directors of the task-force research centers after approval by the main unit. The payroll shall be subject to the related regulations.
  5. The main unit shall handle the affairs relating to the promotion of faculty members.
  6. The research reports or theses published during the term of joint appointment shall be noted that they are the faculty members of joint appointment at the University. If there are any affairs get involved with the Intellectual Property Law, the units and faculty members shall negotiate the rights together.
  7. The subsidiary unit shall provide faculty members with research spaces and resources.
  8. Other affairs regulated by the subsidiary unit.
- XV. The joint appointment between the University and E-DA Hospital shall be subject to the Guidelines except for the rights and obligations.
- XVI. The affairs of joint appointment shall be subject to the related regulations unless there are other special regulations approved by the President.
- XVII. The University, departments, institutes, programs or centers shall make another agreement for joint appointment with other units. The agreement shall be reported to the President for approval after the Office of Human Resources and the chairman of the university-level Teacher Performances Assessment Committee are informed based on the Guidelines herein regulated.
- XVIII. The Guidelines shall become effective on the third day of promulgation after being adopted by the university-level Teacher Performances Assessment Committee 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 Guidelines, the Chinese language version shall prevail.*