

# Regulations for Handling Teachers' Violation against the Rules of Qualification Screening of Teachers at I-Shou University

Adopted on December 20, 2000 at the second meeting of university-level Teacher Review Committee in the first semester of the academic year 2000

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

Amendments ratified and promulgated by the President on June 11, 2011

Amendment to Article 4 ratified by the President on March 21, 2013

- Article 1 The Regulations for Handling Teachers' Violation against the Rules of Qualification Screening of Teachers at I-Shou University (hereinafter referred to as the "Regulations") are established by I-Shou University (hereinafter referred to as the "University") pursuant to the Accreditation Regulations Governing Teacher Qualifications at Institutions of Higher Education and the Principles for Handling Teachers' Violation against the Regulations for the Qualification Screening of Teachers at Institutions of Higher Education promulgated by the Ministry of Education to protect the academic honesty, prevent faculty members from violating academic ethics and integrity, and handle the violations.
- Article 2 Faculty members who violate the Regulations shall mean that the faculty members meet one of the following conditions:
1. Those who have the unfaithful affairs on the resume or the certificate of co-authorship deliberately, unclear information on authorship of representative publications and no the certificate of co-authorship submitted.
  2. Those who have coping, plagiarizing, or cheating works, creations, performances and technical reports.
  3. Those who have falsified or altered diploma, evidences of achievements, professional works which may be published periodically, and the certificate of co-author.
  4. Those who violate academic ethics and integrity.
- Article 3 Those who meet any one of the conditions aforesaid or being reported to the authority

with specific violation shall be handled by the university-level Teacher Review Committee (hereinafter referred to as the “Committee”). The Committee shall handle the case confidentially without revealing the identity of the violator and the reporter. The case reported by people with pseudonym or unknown may be handled pursuant to the procedure aforesaid.

Article 4 The Office of Human Resources shall be in charge of the reported cases and forward to the Committee for the investigation.

The chair of the Committee shall be ex officio member while five people shall be selected among the members to comprise an academic investigation group. The Committee shall be convened by the chair and one to two fair and just off-campus scholars may be invited to attend if necessary.

Articles 5 The members of the academic investigation group and related scholars shall excuse themselves if they have/had a teacher-student relationship, a kinship within third degree, an affinity within third degree or academic cooperation with the person reported or they are the person’s spouse, interested party or anyone who shall excuse in accordance with other regulations.

The chair may ask those who did not excuse themselves to excuse themselves with the resolution of the academic investigation group.

Article 6 In the event that the faculty members who meet the conditions prescribed in Item 1 and Item 3 of Article 2, the academic investigation group must report to the university-level Teacher Review Committee for further confirmation and handling the following matters after the reported cases are proved to be true.

Article 7 Those who meet the conditions regulated in the Item 2 and Item 4 of Article 2 shall follow the rules as below:

1. The investigation group shall ask the person reported to propose a written plea with respect to the reported case within 15 days upon receiving the notification. He/she who proposes nothing beyond 15 days is regarded as giving up the right of plea.
2. The context of reported cases and the written plea shall be delivered to two or more off-campus scholars or professionals in the related field.
3. If the reported case has something to do with rank promotion, it shall be delivered to other one or two scholars to investigate besides the re-investigation by the original investigators.
4. The scholars and professionals shall propose a report after investigation to be regarded as the basis for the investigation group to deliberate.
5. The investigation group shall determine whether the case set up based on the investigation report and notify the person reported to propose written explanation or

verbal plea. The investigation group shall determine the concrete suggestion for punishment to the person reported and submit to the Committee for deliberation if the violation is proved to be true.

6. When there are any matters hard to judge, the investigation group may list affairs waiting for clarification and ask the related scholars and professional to review as a reference to further judgement.
7. The Committee shall make a written resolution after the conclusion of academic investigation group is submitted to and notify the reporter, the person reported and his/her unit of the result, punishment and reasons in writing with the deadline of appeal and the receiving unit.

Article 8 If the college-level faculty members interfere the investigators when the case is being carried on, the chairman of the college-level Teacher Review Committee shall contact the interfered examiners and make a telephone record, which must be forwarded to the college-level Teacher Review Committee and reported to the Committee for review. If the university-level faculty members interfere the investigators when the case is being carried on, the chairman of the Committee shall report to the Committee after contacting the interfered examiners and make a telephone record, which must be forwarded to the Committee for review. After the reported case is verified to be true by the college or university-level Teacher Performances Assessment Committee after investigation, the application for qualification screening shall be rejected according to the regulations of Article 11.

Article 9 The concrete conclusion shall be made by the academic investigation group within four months after the reported case is accepted and submitted to the Committee. If the case is too complicated, hard to investigate or on winter/summer vacations, the term for investigation may be extended to two months, and the reporter and the person reported shall be notified.

Article 10 If the faculty members meet the conditions regulated in the Article 2 of the Regulations, the final results and related situations shall be reported to the Ministry of Education by mail. The University shall impose the punishment and notify the reporter and the person reported after receiving the written resolution from the Ministry of Education.

Article 11 If the person violates the Regulation while his/her qualification screening is being reviewed, he/she will be suspended for the qualification screening pursuant to the following regulations. Those who are suspended for more than five years will be announced and reported to other universities and colleges.

1. Those who have the unfaithful affairs on the resume or the certificate of

co-authorship deliberately, unclear information on authorship of representative publications and no the certificate of co-authorship submitted: 1~3 years.

2. Those who have copying, plagiarizing, or cheating works, creations, performances and technical reports: 5~7 years.
3. Those who have falsified or altered diploma, evidences of achievements, professional works which may be published periodically, and the certificate of co-author: 7~10 years.
4. Those who violate academic ethics and integrity: 1~5 years.

Those who violate any regulations aforesaid after they are successfully qualified shall be handled in accordance with the following regulations:

1. If the person has been qualified for receiving a teacher certificate, he/she shall be disqualified and return the certificate. The suspended time for future qualification screening follows the Paragraph 1, Article 11.
2. If the person did not pass the qualification screening, his/her suspended time for future qualification screening follows the Paragraph 1, Article 11.

Faculty members who violate the Regulations shall be punished for dismissal, suspension, no reappointment, no promotion, no head post held , no off-campus part-time jobs, returning related awards, subsidies or interest, or other proper punishments, except for those who shall subject to the Article 37 of the Accreditation Regulations Governing Teacher Qualifications at Institutions of Higher Education.

Article 12 After the punishments for violation are determined, the University shall report to the Ministry of Education. The enforcement of punishments will not be suspended due to a proposed pleas or administrative litigation by the person reported.

Article 13 If the reporter report again after the reported case has been determined to be non-violation, the reporter shall submit a written resolution by the Committee and new evidences. If there is no new evidence related to violation discovered after re-investigation, the former resolution may be adopted and submitted to the reporter. However, if there are new evidences discovered, the case shall be investigated and handled in accordance with the Regulation.

Article 14 Anyone who excessively report such cases disturbing the harmony of school shall be punished by the Committee (when the reporter is a faculty member) or the Personnel Evaluation Committee (when the reporter is staff of the University) depending on the seriousness of the circumstances.

Article 15 If the faculty members have any copying, plagiarizing or other cheating affairs in regard to the academic achievements except for the ones for the qualification screening, they shall be handled with the Regulation.

Article 16 The Regulations become effective on the third day of promulgation after being adopted by the university-level Teacher Review 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 Regulations, the Chinese language version shall prevail.*