

# **Guidelines on the Recruitment and Appointment of Project Faculty at I-Shou University**

Ratified and promulgated by the President on January 6,  
2012

Amendments to Provisions VI, VII and VIII ratified and  
promulgated by the President on May 1, 2015

- I. The Guidelines on the Recruitment and Appointment of Project Faculty at I-Shou University (hereinafter referred to as “the Guidelines”) are made by I-Shou University (hereinafter referred to as “the University”) to satisfy its needs for teaching, research, or counseling & service.
- II. The term “project faculty” used herein refers to faculty members who are duly recruited and appointed by the University to teach, conduct research, or offer counseling and service, but not included in the approved establishment of the University. Such faculty appointments are classified into four different academic ranks: professor, associate professor, assistant professor and lecturer.
- III. In principle only candidates with a doctoral degree will be considered. Notwithstanding the foregoing, academic units are permitted to recruit and appoint candidates with a master’s degree under the condition that faculty members in certain fields are needed and it is difficult to recruit candidates with a doctoral degree in the fields, and at the same time sufficient reasons shall be stated.
- IV. Project faculty recruited and appointed by academic units shall not get involved in any of the situations in which they are not eligible to take office as educators as stipulated in the Teachers’ Act and the Act of Governing the Appointment of Educators.
- V. The qualification requirements and screening procedure for project faculty are the same as those applicable to full-time faculty in the approved establishment of the University. Newly-appointed project faculty will be required to sign a contract after their appointments are ratified by the President.
- VI. After one full year of service at the University, project faculty having performed excellently on the faculty performance assessment can apply for teacher qualifications accreditation, and the qualifications screening procedure and rules are the same as those applicable to full-time faculty in the approved establishment of the University. Those passing the screening will be awarded a Teacher Certificate.
- VII. In principle the term of appointment for project faculty is one year. An appointment

automatically lapses if an academic unit does not apply for reappointment at the end of the appointment, and the project faculty member concerned will not be reappointed and shall leave the University unconditionally.

If an academic unit wishes to reappoint a project faculty member, it shall request the competent college to carry out a faculty performance assessment. If the project faculty member satisfies the reappointment requirements set out by the competent college, and his/her reappointment is really needed, the assessment result and an application form for faculty reappointment shall be submitted to the Office of Human Resources for the purpose of reappointment and salary increase.

A project faculty member may apply for transferring to a regular position after having served at the University for two years in a row, having performed excellently on the faculty performance assessment, and satisfying the requirements for transferring to a regular position set out by his /her college.

- VIII. When a project faculty member applies for transferring to a regular position, the established procedure applicable to new faculty appointments shall apply, and his/her previous external review results may be considered. Once accredited by the Ministry of Education and awarded a Teacher Certificate, he/she can apply for faculty promotion in accordance with the applicable provisions for the length of service applicable to full-time faculty in the approved establishment of the University.
- IX. The University's regulations and rules concerning full-time faculty in the approved establishment and the applicable laws of the Ministry of Education do not apply to project faculty, including but not limited to remuneration, performance assessment, retirement, consolation payment, severance, insurance, leaves, lectures, further studies, subsidies, and grants.
- X. Project faculty's term of appointment, job details, weekly teaching hours, remunerations, leaves, benefits, insurance, and other rights and obligations shall be clearly stated in a contract which will be entered into with the University.
- XI. Where a project faculty member has performed poorly in teaching, research or counseling & service, has improper conduct, or has committed a breach of contract, the University reserves the right to terminate the appointment and dismiss him/her. He/she shall also be held liable for any loss or damage caused to the University.
- XII. The Guidelines 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 Guidelines, the Chinese language version shall prevail.*