

# Guidelines on Joint Faculty Appointments 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 first semester of the academic year 2008

Amendments to Provisions I, II, IV~VI, VIII~XIII, XVI, XVIII and XIX ratified and promulgated by the President on November 21, 2012

Amendment to Provision X ratified and promulgated by the President on July 25, 2014

- I. The Guidelines on Joint Faculty Appointments at I-Shou University (hereinafter referred to as the “Guidelines”) are established by I-Shou University (hereinafter referred to as the “University”) pursuant to Article 9 of the Regulations for Faculty Recruitment and Hiring at I-Shou University to flexibly manage teaching and research human resources and to promote inter-unit academic and research cooperation with the aim of recruiting outstanding teaching and research talents.
- II. The term “joint faculty appointment” mentioned herein shall mean that two or more units at the University jointly hire one faculty member or research fellow; or the University hires faculty members or research fellows (hereinafter collectively referred to as the “jointly-appointed faculty members”) jointly with other universities or institutions.
- III. The responsibilities of jointly-appointed faculty members shall include teaching, academic research, thesis/dissertation supervision, industry-university collaboration, and counseling & service.
- IV. The department (institute, program or center) that initiates a joint faculty appointment member shall be the primary unit, and the other unit(s) shall be the secondary unit. The term of joint appointment shall be determined by appointing units, and submitted to the department (institute, program, center)-level Teacher Review Committees and the college-level Teacher Review Committees for deliberation, and then to university-level Teacher Review Committee for reference.  
The University will award jointly-appointed faculty members the Letter of Appointment once the joint appointment application is ratified by the President.
- V. The number of jointly-appointed faculty members within the University shall be included in the number of faculty members of respective primary units.

- VI. The number of teaching hours fulfilled by jointly-appointed faculty members at both primary and secondary units within the University shall be calculated together.
- VII. Jointly-appointed faculty members shall discuss their rights and obligations with both primary and secondary units. Affairs related to the rights and obligations of the University, however, shall be handled by primary units. The rights and obligations mentioned above shall be clearly stated on the Letter of Appointment.
- VIII. The qualification accreditation and promotion applications of jointly-appointed faculty members within the University shall be reviewed and determined jointly by primary and secondary units. The performance on teaching, research, and counseling & service at both primary and secondary units shall be recognized for evaluation, and the administrative heads of both primary and secondary units shall provide comprehensive opinions and send them to the unit-in-charge.
- IX. When it comes to pursuing further education, doing research, requesting sabbatical leave or temporary transfer, or any affairs involving the calculation of the percentage of candidates, the number of jointly-appointed faculty members shall be calculated together with the number of faculty members of the primary unit, and relevant cases/applications shall be deliberated by primary units by following due administrative procedures.
- X. The University may appoint excellent faculty members or research fellows with other universities, colleges or related institutes based on practical needs for teaching or research.
- XI. The University shall be the primary unit if it pays the salary of jointly-appointed faculty members, and the number of jointly-appointed faculty members shall be calculated with the number of faculty members of the University. If jointly-appointed faculty members do not receive any pay from the University, the University will be considered the secondary unit, and the number of jointly-appointed faculty members shall not be calculated with the number of faculty members of the University.
- XII. Inter-institutional joint faculty appointments shall be deliberated and approved by the department/institute/ program/center- and college-level Teacher Review Committees of the University. The joint faculty appointments shall become effective after being ratified by the President and forwarded to the university-level Teacher Review Committee for reference. When the University is the primary unit, the secondary unit(s) shall apply to the University in writing. When the University is the secondary unit, the University shall obtain prior consent in writing from the primary unit.
- XIII. When the University is the primary unit, all the rights and obligations of jointly-appointed faculty members shall be the same as those applicable to full-time faculty members of the University. However, such faculty members' rights and obligations at the secondary unit shall be implemented after being negotiated with and agreed by the University.

- XIV. When the University is the secondary unit, the rights and obligations of jointly-appointed faculty member at the department/institute/program/center are as follows:
1. The number of teaching hours per week shall not exceed 4 with hourly pay.
  2. Such faculty members may supervise graduate students' theses and dissertations with thesis/dissertation supervision allowances.
  3. Such faculty members may use the resources of the University to do research, participate in academic activities, and attend meetings of the Departmental (Institute) Affairs Council.
  4. Such faculty members may take a part-time post as the person-in-charge or director of a task-force-typed research center with prior approval from the primary unit. The payment shall be subject to relevant rules.
  5. The primary unit shall handle affairs related to faculty promotion.
  6. The research reports or journal papers published by a jointly-appointed faculty member during the term of joint faculty appointment shall be clearly stated with the fact that he/she is a jointly-appointed faculty member of the University. As for intellectual property rights, the units concerns and jointly-appointed faculty members shall negotiate the rights thereof.
  7. The secondary unit shall provide jointly-appointed faculty members with research spaces and resources.
  8. Any other issues regulated by the secondary unit.
- XV. The joint faculty appointments between the University and E-Da Hospital shall be subject to the Guidelines except for relevant rights and obligations.
- XVI. All affairs related to joint faculty appointments shall be subject to relevant regulations and rules unless otherwise ratified by the President.
- XVII. The University, colleges, departments, institutes, programs or centers may draw up agreements on joint faculty appointments with other units based on the provisions mentioned herein. Those agreements shall be submitted to the Office of Human Resources and the chairperson of the university-level Teacher Review Committee for approval, and then to the President for ratification.
- XVIII. 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.*