

NATIONAL TAIWAN UNIVERSITY

Regulations for the Establishment of the Faculty Evaluation Committee

October 24, 2020 Amended Articles 2.5-3.6 passed by the University Council at its 1st meeting, fall semester, Academic Year 2020-21;
November 11, 2020 Promulgated via NTU official letter Hsiao Jen Tzu No. 1090080606

(Full amendment history at the end of this document)

Article 1 National Taiwan University's (NTU or "the University") *Regulations for the Establishment of the Faculty Evaluation Committee* ("the Regulations") are formulated in accordance with Article 49 of the University's *Organizational Charter*.

Article 2 The Faculty Evaluation Committee ("the Committee") shall consist of ex officio members and elected members.

An Executive Vice President of the University, the Vice President for Academic Affairs, Vice President for Research and Development, and dean of each college shall serve as ex officio members of the Committee.

Each college shall select two full-time professors to serve as members of the Committee. However, a college with three or fewer academic units (including departments, divisions, graduate institutes, degree programs, offices, and centers) shall select one member only. A college that functions as a department or graduate institute itself may not select members to serve on the committee. The method for electing members shall be formulated by the Administrative Meeting.

Elected members, as described in the preceding paragraph, shall be professors who are academically accomplished, of good moral character, impartial, and dedicated to their work.

Each college's ex officio and elected members may not be professors from the same department (or division, graduate institute, degree program, office, or center).

The two members elected by each college shall be of different genders, except where all qualified faculty members are of the same gender.

If the ratio of either gender on the committee falls below 1/3 upon conclusion of all colleges' election processes, each college shall in turn elect additional members of the under-represented gender in the order stipulated in the University's *Organizational Charter*.

Faculty members who are expected to be abroad for more than six months in a given academic year may not be elected to the Committee. Those who stay abroad for more than six months after being elected to the Committee shall have their membership revoked immediately.

Faculty members whose appointment is temporarily continued while their dismissal, non-renewal of appointment, or suspension is being processed may not serve as members.

Article 3 The Executive Vice President shall serve as convener of the Committee and chair of its meetings.

Article 4 Committee members elected by each college shall serve a two-year term but may serve consecutive terms if reappointed. Colleges with two elective members shall reelect one member each year. Members additionally elected to satisfy the gender ratio rule shall serve a one-year term.

Should a vacancy arise in the Committee prior to the conclusion of a term, the college in question shall elect another member to serve out the remainder of the term.

Article 5 The Committee's responsibilities are as follows:

1. Review of faculty members' and researchers' qualifications for initial employment, assignment of rank, employment terms, and salary levels
2. Review of faculty members' and researchers' promotions and changes of appointment
3. Review of faculty members' and researchers' renewal/non-renewals of appointment, suspension, and dismissal
4. Review of the appointment of professors emeriti
5. Review of tenure extensions for professors and associate professors; review of faculty member applications for overseas lectures, research projects, and further studies
6. Other matters that require the Committee's review in accordance with applicable regulations

In order to recruit faculty members (researchers) who have outstanding academic/research achievements or who are working in a specialized field that meets the University's developmental needs, the University may submit cases directly to the Committee for review without referring them to the relevant department- (division-, graduate institute-, degree program-, office-, or center-) or college-/center-level faculty evaluation committees. Such faculty members (researchers) shall be appointed upon approval by the Committee.

The Committee may move to modify a resolution passed by department- (division-, graduate institute-, degree program-, office-, or center-) and college-/center-level faculty evaluation committees if the resolution is manifestly inappropriate or clearly inconsistent with applicable regulations. If necessary, the Committee shall also invite concerned parties or department (division, graduate institute, degree program, office, or center) and college (center) representatives to attend meetings and make statements.

Article 5-1 Where a college-/center-level faculty evaluation committee's decision to reject a promotion case is revoked and pending re-review following an appeal with valid reasons or administrative remedial action, the re-review process shall be completed within the stipulated time frame. For cases with no defined time frame, the re-review shall be completed within three months starting from the day after the confirmation of valid grounds for the appeal or the delivery of the revocation notice for the original resolution. All such cases shall be submitted to the Committee, which may directly review and process any cases that are not settled within the aforementioned time frame.

The Committee may move to establish ad hoc case review committees to review cases of the type described in the preceding paragraph if the Committee deems it necessary. The ad hoc case review committees shall be convened by the convener of the Committee, who shall also serve as chair. Each committee shall consist of at least five members, including the convener of the Committee and the conveners of the competent college-/center- and department- (division-, graduate institute-, degree program-, office-, or center-) level faculty evaluation committees as ex officio members. The remaining seats shall be filled by faculty evaluation committee members from related departments (divisions, graduate institutes, degree programs, offices, or centers) based on the professional field of each case. The case review committees shall submit a review report along with their recommendations to the Committee for review within two months.

Article 5-2 The convener of the Committee may require the competent department- (division-, graduate institute-, degree program-, office-, or center-) or college-/center-level faculty evaluation committees to convene and submit their resolutions to the Committee for review by a stipulated deadline if they fail to reach a decision in cases of faculty dismissal, suspension, or non-renewal of appointment three months prior to appointment expiry. The Committee may directly review such cases if a department- (division-, graduate institute-, degree program-, office-, or center-) or college-/center-level faculty evaluation committee fails to do so by the deadline or cannot operate as normal due to a faculty dispute or other extraordinary circumstances.

Article 5-3 For faculty members who are involved in any of the acts described under Article 14, Paragraph 1, Subparagraphs 4 through 6 or Article 15, Paragraph 1, Subparagraph 1 or 2 of the *Teachers' Act*, the unit that received the gender equality incident report shall file a special motion with the Committee in accordance with administrative procedures within 3 days of becoming aware of the incident. The Committee shall call a review meeting within 3 weeks of being notified, and if the motion is passed, the faculty member(s) in question shall, without requiring the approval of the Ministry of Education (MOE), be temporarily suspended for a period not longer than 6 months to await investigation. If necessary, the Committee may move to extend such suspensions twice for a period not longer than three months each time. The University shall report violations that are found to be true to the MOE, after which the faculty member(s) in question shall be suspended until MOE approval is received and the University dismisses the faculty member without requiring the review of the Committee.

For faculty members who are involved in any of the acts described under Article 14, Paragraph 1, Subparagraphs 7 through 11 or Article 15, Paragraph 1, Subparagraphs 3 through 5 of the *Teachers' Act* and who are declared by a relevant unit as requiring suspension and investigation, the unit shall file a special motion with the Committee in accordance with administrative procedures. Upon the Committee's approval, the faculty member(s) in question shall, without requiring the approval of the MOE, be temporarily suspended for a period not longer than three months. If necessary, the Committee may move to extend such suspensions once for a period not longer than three months. The University shall report violations

that are found to be true to the MOE, after which the faculty member(s) in question shall, upon passage by the Committee, be suspended until the MOE's approval is received and the University dismisses the faculty member.

Article 6 The Committee may only convene with at least two thirds of its members in attendance, and a resolution may only be made with more than half of the attending members in concurrence. The foregoing notwithstanding, the quorum and passing threshold for cases of dismissal, non-renewal of appointment, and suspension shall be handled in accordance with the *Teachers' Act*.

Ex officio members who are unable to attend a meeting may appoint a non-member of the same faculty rank to attend on their behalf. Elected members, however, must attend meetings in person and may not appoint proxies.

Members shall recuse themselves from reviewing or discussing issues that may pose a conflict of interest. The chair of the meeting may move to recuse members who fail to do so themselves.

The NTU President may attend the Committee's meetings and participate in its discussions. If necessary, concerned parties may be invited to attend as non-voting members to make statements or presentations.

Article 7 The Committee shall handle faculty promotions in accordance with the following provisions:

1. Applicants for promotion shall fill out the Faculty Promotion Recommendation Form in the format stipulated by the Committee to allow for an impartial and objective review of their teaching, research, and service performance.
2. Applicants' published works that are submitted for consideration of promotion shall be made available to the public prior to the review meeting.
3. The meeting notice shall stipulate that all members must read the applicant's information thoroughly, and regulations requiring the members to do so shall be formulated separately.
4. Members or their proxies must attend the entire meeting in order to participate in voting. Disputes arising from this provision shall be referred to the chair for decision.
5. Members may defer the vote for contested promotions and notify the applicant in writing of unresolved questions afterwards. Voting may be deferred until the applicant attends the next meeting or provides a written statement to address unresolved questions.
6. For rejected applications, the applicant shall be notified in writing of the concrete reasons for the rejection. The notification shall clearly indicate that the applicant may file an appeal with the University's Faculty Member Grievance Committee or an administrative appeal with the MOE within 30 days (beginning from the day after delivery of notification) if they wish to contest the decision.

Article 8 Upon the Committee's passage of initial appointments and faculty promotions, the NTU President shall issue a certificate of appointment to the

faculty member in question and request the issuance of a teaching certificate from the MOE via an official letter.

Article 9 The Regulations shall be passed by the Administrative Meeting and the University Council and then implemented on the date of promulgation.

[Full Amendment History]

June 25, 1988	Amended and passed by the University Council at its 3 rd meeting, Academic Year 1990-91
November 02, 1991	Amended and passed by the University Council at its 1 st meeting, fall semester, Academic Year 1991-92
June 14, 1997	Amended and passed by the University Council at its 2 nd meeting, spring semester, Academic Year 1996-97
October 18, 1997	Amended and passed by the University Council at its 1 st meeting, fall semester, Academic Year 1997-98;
	November 05, 1997 Filed by the MOE for reference via official letter Tai (86) Shen Tzu No. 86127945
October 16, 1999	Amended and passed by the University Council at its 1 st meeting, fall semester, Academic Year 1999-2000;
	October 26, 1999 Filed by the MOE for reference via official letter Tai (88) Shen Tzu No. 8813662
May 28, 2005	Passed by the University Council at its 3 rd meeting, spring semester, Academic Year 2004-05;
	June 24, 2005 Amended Articles 2, 4, and 6 approved by the MOE via official letter Tai Hsueh Shen Tzu No. 0940085611; Article 6-1 amended accordingly
October 27, 2005	Appeal for Article 6-1 amendment approved by the MOE via official letter Tai Hsueh Shen Tzu No. 0940142556
January 13, 2007	Amended Articles 5, 7, and 9 passed by the University Council at its 2 nd meeting, fall semester, Academic Year 2006-07;
	February 26, 2007 Promulgated via NTU official letter Hsiao Jen Tzu No. 0960005813
June 14, 2008	Amended Articles 1 and 8 passed by the University Council at its 2 nd meeting, spring semester, Academic Year 2007-08;
	July 15, 2008 Promulgated via NTU official letter Hsiao Jen Tzu No. 0970027122
October 18, 2008	Amended Article 6-1 passed by the University Council at its 1 st meeting, fall semester, Academic Year 2008-09;
	November 03, 2008 Promulgated via NTU official letter Hsiao Jen Tzu No. 0970044923
October 17, 2009	Amended Article 6 passed by the University Council at its 1 st meeting, fall semester, Academic Year 2009-10;
	November 05, 2009 Promulgated via NTU official letter Hsiao Jen Tzu No. 0980050690
March 19, 2011	Articles 1, 2, 4, 5, 6, 6-1, and 7 amended, and Article 6-2 added and passed by the University Council at its 1 st meeting, spring semester, Academic Year 2010-11;
	April 11, 2011 Promulgated via NTU official letter Hsiao Jen Tzu No. 1000013549
October 19, 2013	Amended Articles 6 and 6-2 passed by the University Council at its 1 st meeting, fall semester, Academic Year 2013-14;
	October 25, 2013 Promulgated via NTU official letter Hsiao Jen Tzu No. 1020085815
June 14, 2014	Amended Article 6 passed by the University Council at its 2 nd meeting, spring semester, Academic Year 2013-14;
	June 20, 2014 Promulgated via NTU official letter Hsiao Jen Tzu No. 1030044179
October 17, 2015	Amended Article 2 passed by the University Council at its 1 st meeting, fall semester, Academic Year 2015-16;
	October 26, 2015 Promulgated via NTU official letter Hsiao Jen Tzu No. 1040082471
January 09, 2016	Amended Articles 2, 5, 6, 6-1, and 7 passed by the University Council at its 1 st meeting, spring semester, Academic Year 2015-16;

January 20, 2016 Promulgated via NTU official letter Hsiao Jen Tzu No.
1050005333

October 21, 2017 Amended Articles 5, 5-1, 5-2, and 5-3 passed by the University Council at its 1st
meeting, fall semester, Academic Year 2017–18;
November 03, 2017 Promulgated via NTU official letter Hsiao Jen Tzu No.
1060066731

March 23, 2019 Amended Article 2 passed by the University Council at its 1st meeting, spring
semester, Academic Year 2018–19;
March 29, 2019 Promulgated via NTU official letter Hsiao Jen Tzu No.
1080011073