

NATIONAL TAIWAN UNIVERSITY

Guidelines for Colleges/Centers Appointing New Full-Time Faculty Members

February 10, 2004 Passed by the 2328th Administrative Meeting
December 9, 2014 Passed by the 2838th Administrative Meeting
March 24, 2015 Passed by the 2852nd Administrative Meeting
October 21, 2017 Title and eight articles amended by the University Council at its 1st meeting, fall semester, Academic Year 2017-2018;
November 3, 2017 Promulgated via NTU official letter Hsiao Jen Tzu No. 1060065656

- Article 1 National Taiwan University (NTU) formulates the *Guidelines for Colleges/Centers Appointing New Full-time Faculty Members* (the “Guidelines”) in accordance with the resolution made by the NTU Faculty Evaluation Committee at its first meeting, Academic Year 2003-2004 to ensure that newly appointed faculty members are outstanding and that their areas of expertise meet the needs of NTU, allowing NTU to become a world-class university.
- Article 2 Each department/division/graduate institute/degree program/office/center (collectively, “academic programs”) shall develop medium- and long-term plans for appointing faculty members based on potential faculty vacancies, faculty hiring sources, proposed time of hiring, and desired areas of expertise, and submit the plans to their respective college or center for reference. Such plans shall undergo regular review.
- When amendments are necessary for an approved appointing plan, the academic program in question shall provide specific reasons for making such amendments for its college/center.
- Article 3 Each academic program shall establish its own New Faculty Member Selection Committee to manage the selection of new full-time faculty members.
- Article 4 Each New Faculty Member Selection Committee shall consist of at least five faculty members with the rank of associate professor or above recommended by the academic program or appointed by the dean/chair of the college/center under which the academic program operates. As many committee members appointed by the dean/chair, the academic program shall appoint as many plus one additional member. However, this rule shall not apply when the number of faculty members with the rank of associate professor or above in an academic program is insufficient, in which case the dean/chair may appoint additional committee members.
- Deans/chairs may appoint faculty members from within or outside of their academic program as committee members. However, the appointed faculty members must possess the academic achievements needed to meet the evaluation exemption criteria listed in the *Faculty Evaluation Guidelines* formulated by NTU.
- Article 5 In principle, New Faculty Member Selection Committees shall submit faculty member recruitment announcements and methods to the respective

college/center for approval at least half a year prior to the planned hiring date. Once approved, the announcement shall be published in well-known, appropriate domestic and international newspapers, magazines, or websites. Upon receiving applications for the advertised position, the college/center shall forward the applications to the New Faculty Member Selection Committee for selection.

The open recruitment shall last for at least two months. However, this rule shall not apply in special cases identified by the New Faculty Member Selection Committee and submitted to and approved by the dean/chair.

New Faculty Member Selection Committees shall initiate the selection process upon receipt of three or more applications for the position. Where there are fewer than three candidates, the selection process may only be initiated with the approval of the Vice President for Academic Affairs and the Chair of the NTU Faculty Evaluation Committee.

Upon completion of the selection process, the New Faculty Member Selection Committee shall recommend candidates to the Faculty Evaluation Committee of its respective academic program. If no candidate is selected, the New Faculty Member Selection Committee shall submit an explanatory report to its respective college/center for reference.

Article 6 Applicants whose highest academic degree was issued by NTU and who have worked, taught, or conducted research at agencies/institutions outside of NTU for a period of less than two years since the date of their graduation shall not be considered. However, this rule shall not apply if the applicant possesses special expertise or displays outstanding performance such that the New Faculty Member Selection Committee approves the appointment of the candidate.

The number of working years stipulated in the previous paragraph is based on candidates who were employed on a full-time basis. If the candidate was employed on a part-time basis, the number of working years shall be reduced by half.

Article 7 Each academic program shall formulate its own set of regulations for establishing its New Faculty Member Selection Committee in accordance with the Guidelines and submit the regulations to its respective college/center for reference.

Article 8 The Guidelines shall be passed by the Administrative Meeting and University Council and then implemented on the date of promulgation.