

NATIONAL TAIWAN UNIVERSITY

Directives Governing Full-time Faculty Members Engagement in Off-Campus Part-Time Teaching

September 20, 1985	Amended and passed by the 1502 nd Administrative Meeting
April 22, 2008	Amended and passed by the 2522 nd Administrative Meeting
January 11, 2011	Amended Article 4, Subparagraph 5 passed by the 2653 rd Administrative Meeting
January 25, 2011	Promulgated via NTU official letter Hsiao Jen Tzu No. 1000003276
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- Article 1 National Taiwan University (NTU) formulates the NTU *Directives Governing Full-time Faculty Members Engagement in Off-Campus Part-Time Teaching* (“the Directives”) to enable faculty members to focus on teaching and conducting research.
- Article 2 Full-time faculty members taking on part-time teaching work off-campus shall do so during daytime office hours and for no more than four hours per week.
- Article 3 Faculty members’ part-time teaching shall not compromise the quality of their full-time work and they shall meet NTU job requirements and basic teaching hour requirements.
- Off-campus schools where faculty members teach part-time shall first notify NTU regarding the faculty members’ teaching in writing for approval.
- The basic teaching hour requirements as described in the preceding paragraph shall be the number of teaching hours of the faculty member in the semester before they start teaching off-campus on a part-time basis. If the faculty member fails to meet the basic teaching hour requirements per week, the average teaching hours of the two previous semesters may apply. However, exceptions to this rule may be made under special circumstances with approval.
- Article 4 Under any of the following circumstances, faculty members may not engage in off-campus part-time teaching:
1. The nature of the off-campus course is inherently different from that taught at NTU.
 2. The school offering the course is an institution ranking equivalent to or below junior college.
 3. The faculty member in question is a new faculty member who has not met the number of basic teaching hours for the previous semester.
 4. The faculty member is an assistant professor who has been approved for a reduction in or exemption from basic teaching hours within two years upon their appointment.
 5. The faculty member failed the most recent evaluation.
 6. The faculty member has committed violations stipulated in the NTU *Directives for Handling Violations of Faculty Accreditation Review*

Regulations and Academic Integrity, where the review results prohibit the faculty member from teaching part-time.

7. There are other regulations in place prohibiting the faculty member from teaching part-time.

Article 5 If NTU and another school have a cooperation agreement or if there is a special need, and the off-campus school hiring the faculty member to teach part-time notifies NTU in writing for prior approval, then the faculty member teaching part-time may not be subject to the regulations stipulated in Article 3 and Article 4, Subparagraphs 1-3 of the Directives.

Article 6 The Directives shall apply mutatis mutandis to full-time specialists, contract faculty members appointed with the University Endowment Fund, and visiting faculty members.

The Directives shall apply mutatis mutandis to quota-based research fellows and contract research fellows appointed with the University Endowment Fund aside from NTU's basic teaching hour requirements.

Article 7 The Directives shall be passed by the Administrative Meeting and then implemented on the date of promulgation.