國立臺灣師範大學教授休假研究辦法

National Taiwan Normal University Sabbatical Leave Regulations for Professors

Amendments to Article 3, 4, and 12 passed during the 127th University Affairs Meeting dated November 24, 2021
Revised and Announced in Letter Shi-Da-Ren-Zi No. 1101055004 dated December 17, 2021

Article 1. These regulations (hereinafter referred to as "Regulations") have been established by the National Taiwan Normal University (hereinafter referred to as the "University") to govern sabbatical leaves of professors in order to meet the University's teaching needs and to promote academic research.

Article 2. The term "professor" herein refers to a full-time professor of the University who has been duly qualified by the Ministry of Education.

Article 3. Full-time professors who have served at the University and other public universities for at least seven consecutive years including at least three years at the University may apply for a sabbatical leave lasting for one academic year after passing a review by the University. Full-time professors who have served at the University and other public universities for at least three and a half consecutive years and for at least two years at the University may apply for a sabbatical leave lasting for half an academic year (i.e., one semester) after passing a review by the University.

Where the applicant has served as a full-time research fellow at a public university (including the University) or Academia Sinica before applying for a sabbatical leave, the corresponding number of years of service may count toward the required number of years for a sabbatical leave.

Should the combined number of years served exceed the required number of years for a sabbatical leave, the excess may be reserved until the next sabbatical application. However, only the excess years after the most recent sabbatical leave or only the number of years accumulated by those who have never taken a sabbatical leave may be added to the total.

There shall be at least a one-semester gap between two sabbatical leaves.

The English version is provided for reference only.
The Chinese version shall prevail in case of any discrepancies between the English and Chinese versions.

Article 3-1.The University processes applications for sabbatical leaves twice a year. Sabbatical leave applications for Fall semesters are processed in April, and those for Spring semesters are processed in October.

Article 4. Before applying for a sabbatical leave, if applicants have temporarily been seconded to another institution with permission and have not received hourly lecture fees at the University concurrently, half of the period of secondment may be counted towards the number of years required for a sabbatical leave but the maximum shall not exceed two years.

Should the period of secondment exceed the number of years specified in the preceding paragraph, the excess shall be deducted and counted towards the number of years required for a sabbatical leave.

Article 5. Before applying for a sabbatical leave, if applicants have been approved by the University for further studies, research, lecture, or observation visits locally or abroad in the form of leave with pay, fully paid furlough or leave without pay, the number of years corresponding to the leave period shall be deducted before calculating the total number of years before and after said period.

Article 6. Professors who have extended their service beyond the retirement age shall not apply for a sabbatical leave during the extended period.

Should professors apply for a sabbatical leave near their retirement age, the sabbatical leave shall not exceed the effective starting day of retirement.

Article 7. Courses taught by the professor on sabbatical leave shall be assigned to faculty members of the same departments (institutes or degree programs). The headcount of teaching posts shall not increase as a consequence. Each department, institute or degree program (institute or degree program) shall stipulate the number of professors allowed to take sabbatical leave as well as their order of priority in accordance with their course planning.

Article 8. Professors' sabbatical plans shall be submitted to the Faculty Evaluation Meeting of each department (institute or degree program) for deliberation and to a college-level Faculty Evaluation Meeting before forwarding to the President for approval.

Article 9. During a sabbatical leave, professors shall still receive their salaries in full from the University.

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During the period, professors shall focus on academic research and shall not take on other full-time paid positions or serve as part-time academic or administrative supervisors at the University. However, with approval from the University, professors may take up concurrent assignments related to their academic research. Professors who teach at the University during their sabbatical leave shall not receive additional hourly fees.

Article 10. On termination of the sabbatical, professors shall return to the University to resume service and shall submit a written report on the academic research they engaged in within three months of their return. Those who fail to submit said report or the report submitted does not relate to the original sabbatical plan shall be forbidden from applying for sabbatical leave again.

The aforementioned research report shall be as substantive as possible and may be presented at relevant meetings of the department, institute or degree program.

Article 11. Those approved for a sabbatical leave shall return to the University for a combined seven or three-and-a-half years of service before they again apply for another sabbatical leave in accordance with the Regulations.

Article 12. The provisions of the Regulations shall apply *mutatis mutandis* to full-time professor-rank technical specialists and research fellows of the University.

Article 13. These Regulations shall be promulgated and implemented by the President after deliberation and approval by the University General Meeting. The same shall apply in the case of amendments.

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