國立臺灣師範大學教師評審辦法
National Taiwan Normal University Regulations Governing Faculty Evaluation

Last Amended on December 13, 2022

Chapter I General Provisions

Article 1 The National Taiwan Normal University *Regulations Governing Faculty Evaluation* (hereinafter referred to as "the Regulations") has been formulated pursuant to Article 19 of the *Regulations Governing the Establishment of Faculty Evaluation Committees* of National Taiwan Normal University (hereinafter referred to as "the University").

Article 2 The objectives of the Regulations shall be to promote the quality of teaching, research and services provided by faculty members of the University.

Article 3 Each college shall, in accordance with the Regulations, formulate respective guidelines for the evaluation of its own faculty members. Such guidelines shall be approved by its College Affairs Council, submitted to the University Faculty Evaluation Committee for future reference and the President for approval, prior to promulgation and implementation.

Each department (institute, or degree program) shall, in accordance with the Regulations, formulate respective directives for the evaluation of its own faculty members. Such directives shall be approved by the respective department (institute, or degree program) affairs council, submitted to the corresponding college faculty evaluation committee for future reference, and the President for approval, prior to promulgation and implementation.

Chapter II Initial Appointment, Renewable of Appointment and Employment Duration

Article 4 The initial appointments of full-time faculty members shall be fair and transparent, and the diversity of the departments (institutes, and degree programs) in terms of academic background of faculty members shall be taken into account.

The qualifications of new full-time faculty members shall meet the requirements set forth by the college under which they are appointed. Qualifications and conditions for new full-time faculty members shall be established by each college.

Article 5 The appointment ranks of faculty members shall be handled in accordance with the following provisions:

1. For a candidate who has been issued a Teacher's Accreditation Level Certificate by the Ministry of Education with the title of Assistant Professor or above, the college has to submit said candidate's academic publications (works, performances, evidence of achievements, or technical reports) within the last three years to three external academics or experts for review. Said candidate may be appointed at the rank specified on his/her Teacher's Accreditation Level Certificate upon receiving a B rating or above from no less than two of the reviewers.
2. A candidate who has obtained a master's degree or an equivalent academic credential from a domestic or foreign university and has published (including academic publications, works, performances, evidence of achievements, or technical reports) may be appointed as a Lecturer.
3. A candidate who has obtained a doctoral degree or an equivalent academic credential from a domestic or foreign university may be appointed as Assistant Professor, if he/she has academic publications (works, performances, evidence of achievements, or technical reports) and said publications (or dissertation) have been submitted by the college to an external review and passed in accordance with Article 7, Paragraph 2. of the Regulations.
4. A candidate who fulfills any one of the following requirements and whose case has been submitted by a college to five external academics or experts for review pursuant to relevant

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regulations, and has received a B rating or above from no less than four of the reviewers may be appointed as Associate Professor:

(1) After receiving a doctoral degree from a domestic or foreign university, the candidate has continued research at a research institution or has been engaged in a profession or has held a position related to his/her major subject for a total of at least four years. In addition, the candidate shall have demonstrated notable achievements and academic publications (works, performances, evidence of achievements, or technical reports).

(2) The candidate has served as an assistant professor for at least three years, attained excellent academic achievements, and has academic publications (works, performances, evidence of achievements, or technical reports).

5. A candidate who fulfills any one of the following requirements and whose case has been submitted by a college to five external academics or experts for review pursuant to relevant regulations, and has received a B rating or above from no less than four of the reviewers may be appointed as Professor:

(1) After receiving a doctoral degree from a domestic or foreign university, the candidate has continued research at a research institution or has been engaged in a profession or has held a position related to his/her specialty for a total of at least eight years. In addition, the candidate shall have creation(s) or invention(s), or made significant contributions to or generated significant academic publications (works, performances, evidence of achievements, or technical reports) in his/her field.

(2) The candidate has served as an associate professor for at least three years, attained excellent academic achievements, and has important academic publications (works, performances, evidence of achievements, or technical reports).

6. Professors with outstanding achievements and who meet the requirements stipulated in the university's regulations on the recruitment of chair professors may be appointed as Chair Professors.

The academic publications (works, performances, evidence of achievements, or technical reports) of the new appointees referred to in the preceding Paragraphs shall meet the threshold requirements set forth by their respective college. The Regulations shall apply, mutatis mutandis, to the selection of external reviewers and the establishment of rating criteria.

Article 6 Initial appointments of full-time faculty members shall be proposed, based on the headcount or number of personnel approved as well as actual needs for instruction and research, by a department (institute, or degree program) for review and approval. Copies of candidates' academic credentials and publications shall be submitted to the faculty evaluation committee of the department (institute, or degree program), where preliminary review of the candidates' teaching, research, specialty, moral character as well as the courses said candidates would be teaching shall be conducted. The review material shall then be forwarded to the corresponding college faculty evaluation committee for a secondary evaluation, before submission to the University Faculty Evaluation Committee for a final review. An appointment shall be made after a final decision has been made by the President. However, the academic publications (works, performances, evidence of achievements, or technical reports) of NTNU Chair Professors and NTNU Research Chair Professors as well as those of Yushan Scholars and Yushan Young Scholars under the Yushan Fellow Program of the Ministry of Education, shall all be exempt from external review when said professors or scholars have been awarded Teacher's Accreditation Level Certificates by the Ministry of Education at a level commensurate with the appointments and meet the requirements specified in the *National Taiwan Normal University Outstanding Instructors Incentive Regulations*. Appointments of said professors and/or scholars, upon obtaining approval through administrative procedures, shall be submitted directly to the University Faculty Evaluation Committee for review. Appointments of candidates meeting the eligibility requirements for NTNU chair professorship, research chair professorship, Yushan

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Scholar or Yushan Young Scholar but have not been awarded a Teacher's Accreditation Level Certificate by the Ministry of Education at a level commensurate to the appointments shall require approval from the department (institute, or degree program). The respective college shall then submit said candidates' academic publications (works, performances, evidence of achievements, or technical reports) to five external academics or experts for review, before said cases are submitted to the University Faculty Evaluation Committee for review and approval.

Article 6-1 The initial appointments of adjunct faculty members shall be handled in accordance with the provisions specified in the preceding Article. However, the appointments shall be made through the following procedures: the department (institute, or degree program) shall submit proposed appointments to the respective department faculty evaluation committee for preliminary review before forwarding to the respective college faculty evaluation committee for the final review and the President for final approval. Before conducting a preliminary review, the department (institute, or degree program) shall submit the candidates' academic publications from the previous three years (works, performances, evidence of achievements, or technical reports) to three external academics or experts for review. Said publications or works shall receive a B rating or above from no less than two of the reviewers. The Regulations shall apply mutatis mutandis to the selection of external reviewers and the establishment of rating criteria. However, candidates who meet at least one of the following conditions shall be exempt from external review of his/her academic publications (works, performances, evidence of achievements, or technical reports):

1. A candidate who has obtained a master's degree or equivalent academic credential from a domestic or foreign university, and has been appointed as Adjunct Lecturer.
2. A candidate who has obtained a doctoral degree or equivalent academic credential from a domestic or foreign university, and has been appointed as Adjunct Assistant Professor.
3. A candidate who has been awarded the Teacher's Accreditation Level Certificate at a commensurate level and has been appointed as an adjunct faculty member.
4. A candidate who serves as a researcher at Academia Sinica and has been appointed as an adjunct faculty member of commensurate rank.
5. A faculty member who serves as a researcher at the University and has been appointed as an adjunct faculty member of commensurate rank.

Researchers of the University, who are appointed as adjunct faculty members, may be exempt from the review by college faculty evaluation committees. The examination of academic credentials and evidence of work experience as well as the review of academic publications shall be waived if full-time faculty members are reappointed as adjunct faculty.

Joint appointments in conjunction with another university or academic institution shall only be granted to faculty members working with universities or academic institutions that have established university regulations for cooperation or signed collaboration agreements with the University. Regulations governing the appointment of full-time faculty members shall apply mutatis mutandis to these cases; namely, applications for joint appointment shall be first reviewed and approved at a department (institute, or degree program) faculty evaluation committee, before the applications are submitted to a college faculty evaluation committee for secondary evaluation. Resolutions of a college faculty evaluation committee shall be handed to the University Faculty Evaluation Committee for a final review. Approved applications shall be submitted to the President for final approval before an appointment is made. Joint appointments between the University and another university or academic institution for faculty members of the University shall be reviewed at faculty evaluation committees of departments and colleges to determine if said appointments are in line with the rights and obligations set forth in relevant collaboration agreements or if they conform with university cooperation regulations. Reviewed applications for joint appointments shall then be submitted for approval through administrative procedures.

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The renewal of appointment of the joint appointees referred to in the preceding Paragraphs shall be handled in accordance with the regulations applicable to the renewal of appointment of adjunct faculty members.

Article 7 The qualifications of candidates seeking initial appointment as full-time faculty members shall be reviewed by all levels of faculty evaluation committees simultaneously. When a candidate applies based on a doctoral degree for qualification screening, his/her academic publications (or dissertation) shall be submitted by the college to three external academics or experts for review. Successful candidates need to receive a B rating or above from at least two of the reviewers.

Article 8 Full-time faculty members of all ranks appointed on and after August 1, 2011 shall undergo the evaluation process for new appointees in accordance with the provisions set forth in the University's Regulations for Faculty Evaluation.

New appointees who meet the requirements stipulated in Chapter III of the Regulations and are eligible for promotion may file an application for promotion during the semester that follows after passing the evaluation for reappointment.

Appointments of full-time associate professors, assistant professors and lecturers made on or after February 1, 2009 shall be extended for one year when the new appointees are unable to get promoted within the 6-year timeline. In the event that said appointees are still unable to get promoted after such an extension, their appointments shall not be renewed. Nevertheless, the time limit for promotion for appointees affected by serious incidents, or those taking parental leave without pay for raising infants or for pregnancy or childbirth may be extended by a maximum of an additional two years at a time, if relevant proof can be provided for review and approval has been granted by the three levels of faculty evaluation committee.

The provisions of the preceding Paragraph on the time limit for promotion to the ranks of full-time associate professors, assistant professors and lecturers shall not apply should said new appointees be employed by the School of Teacher Education and have passed faculty evaluation twice within their 6 years of service.

Article 9 The preliminary review of non-renewal of appointments and long-term appointments of full-time faculty members shall be conducted at a department (institute, or degree program) faculty evaluation committee before submission to a college faculty evaluation committee for secondary evaluation, and the University Faculty Evaluation Committee for final approval. Appointments will be renewed unless there is a resolution for non-renewal.

The renewal of adjunct faculty appointments shall be reviewed by the faculty evaluation committee of each department (institute, or degree program), as well as their respective college faculty evaluation committee and approved by the President before the issuance of said renewal.

The appointments of adjunct faculty members who receive a score of under 3.5 for two consecutive semesters of Course Evaluation Surveys shall not be renewed. The renewal of appointments of adjunct appointees who received scores of under 3.5 twice in the course of their service shall be reviewed by the three levels of faculty evaluation committee.

Article 10 The initial appointment, renewal of appointment and suspension of chair professors shall be handled in accordance with the provisions of the University's *Regulations for the Recruitment of Chair Professors*.

Chapter III Promotion

Article 11 Full-time faculty members shall meet the basic requirements listed below when applying for a promotion:

1. Faculty members who have served as a Lecturer for four years and have academic publications (works, performances, evidence of achievements, or technical reports) may apply for a promotion to Assistant Professor.
2. Lecturers who have a doctoral degree and have academic publications (works,

performances, evidence of achievements, or technical reports) may apply for a promotion to Assistant Professor.

3. Faculty members who have served as an Assistant Professor for three years and have academic publications (works, performances, evidence of achievements, or technical reports) may apply for a promotion to Associate Professor.
4. Faculty members who have served as an Associate Professor for three years and have academic publications (works, performances, evidence of achievements, or technical reports) may apply for a promotion to Professor.

The date recorded on the Teacher's Accreditation Level Certificate issued by the Ministry of Education shall be taken as the starting date for the purpose of calculating years of service referred to in the preceding Paragraphs, while January/July of the year the promotion takes effect marks the end of accrual. The time corresponding to approved secondment, leave with pay, or unpaid leave shall be excluded from the calculation.

The period of service as a full-time faculty at an overseas institution of higher education in an equivalent rank before the faculty member submits an application for promotion shall be accrued. Nevertheless, this shall apply only to service at the institutions listed in the "Database for the Reference List of Foreign Universities" and the "List of Approved Overseas Educational Institutions of Higher Education in the Mainland Area, Hong Kong, and Macau" compiled by the Ministry of Education.

Article 12 Academic publications (works, performances, evidence of achievements, or technical reports) submitted by a faculty member for promotion review shall be related to the subjects taught by the faculty member and shall comply with the following regulations:

1. The works submitted for review shall be the faculty member's original creation, and not products based on the rearrangement, addition, deletion, compilation, or editing of the works of others, or works that are not based on research.
2. Articles published in academic journals indexed in SCI, SCIE, SSCI, TSSCI, EI, A&HCI, New THCI since 2016 (originally named "THCI core"), EconLit, SCOPUS and ERIH; journal papers published in domestic and/or foreign scholarly journals or professional journals that are recognized by faculty member's college and that employ a formal review mechanism; papers that have undergone a formal review process and included in the proceedings of a domestic and/or overseas conference, or made public and distributed in the form of a compilation (including publications in the form of a CD or online publishing); monographs that have been reviewed and published. Faculty members in the disciplines of the arts, physical education and science and technology may, in lieu of academic publications, submit works, evidence of achievements, or technical reports for promotion review. Their evaluation shall be conducted based on the scope and criteria defined by the Ministry of Education. However, should colleges propose more stringent criteria, the latter shall apply. Review of the monographs referred above must be conducted by the entities listed below:
   (1) Publication editorial boards of domestic and foreign universities with a review mechanism.
   (2) Publication editorial boards of domestic and foreign academic research institutions with a review mechanism.
   (3) The editorial boards of journals announced by the National Science and Technology Council and that accept monograph manuscripts for review.
   (4) Domestic and foreign universities or research institutions that jointly publish in collaboration with each other or with publishers and that share joint publication editorial boards.

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(5) Domestic or foreign publishers with an editorial board review mechanism that have been approved by at least one of the constituent colleges of the University, and submitted to the University Faculty Evaluation Committee for future reference.

3. Representative publications and works shall be those published or presented within the five years prior to the proposed effective date of the promotion under consideration and after the faculty member has been accredited at his/her current rank. Referential publications and works shall be those published or presented within the seven years prior to the proposed effective date of the promotion under consideration and after the faculty member has been accredited at his/her current rank. Faculty members who have taken parental leave without pay for raising infants, pregnancy, or childbirth within the aforementioned timeframe may apply to extend said timeframe by up to a maximum of an additional two years. Should the years the faculty member spent teaching overseas full-time be taken into account as years of service contributive to promotion, academic publications, works, performances, evidence of achievements, or technical reports produced overseas may also be submitted for review.

Lecturers applying for promotion based on Article 11, Paragraph 1. Subparagraph 2. may present their dissertations as their representative work.

In the event that a journal article has been accepted for publication by a domestic or foreign scholarly or professional journal, and documentary proof of acceptance has been submitted as the faculty member's representative work pursuant to the provisions of Paragraph. 1 Subparagraph 2., said journal article has to be published within one year from the date of issuance of said proof of acceptance. The faculty member shall submit a copy of the representative work to the University for checking and filing purposes within two months after the work is published. If, for reasons not attributable to the faculty member, the work is not published within one year, the faculty member shall submit, before the end of the one-year period, documentary proof issued by the said journal stating the reasons why the work is not published as scheduled and its expected publication date, and apply for an extension. Said application for extension shall be reviewed and approved by the faculty evaluation committees of the department (institute, or degree program) and college of the faculty member and submitted to the University Faculty Evaluation Committee for future reference. The maximum possible extension period is three years from the issuance date of acceptance proof from the journal.

Each college shall set the threshold requirements for academic publications (works, performances, evidence of achievements, or technical reports) submitted for faculty promotion review.

Article 12-1 If the representative work referred to in the provisions of Paragraph 1. Subparagraph 2. is a work of co-authorship, only one of the co-authors may submit said work for a promotion review. The co-authors other than the candidate shall relinquish their rights to submit the academic publications, works, performances, evidence of achievements, or technical reports as a representative work for a review of their own individual eligibility for an accreditation. The faculty member shall specify in writing the part of the work he/she has contributed, and shall have the other co-author(s) sign and attest to the written statement, unless one of the following circumstances applies:

1. The faculty member is an academician at Academia Sinica.
2. The faculty member is the first author or the corresponding author. His/her international co-authors shall be exempt from signing the Certificate of Co-authorship if they are not the first author or the corresponding author.

In the event that the co-authors referred to in the preceding Paragraphs are unable to provide their signature on the Certificate of Co-authorship, the faculty member shall specify in writing the part in which said co-authors have participated in and shall state the reasons why the co-

authors' signature cannot be obtained. This statement shall be submitted to the University Faculty Evaluation Committee for exemption approval.

Article 13 Applications for faculty members' promotion shall be reviewed in accordance with the following procedures:

1. Faculty members who are eligible for a promotion and apply for a promotion review, shall submit their letter of appointment, a copy of the Teacher's Accreditation Level Certificate along with his/her academic publications (works, performances, evidence of achievements, or technical reports) and fill out a Review Form and an Academic Publications Form before the specified deadline. The faculty member shall provide a detailed account of his/her research, teaching and service (made to the University, academia and society), and submit said materials, by March/September 10 each year, to their corresponding department (institute, degree program) faculty evaluation committee for review. The review process for late submissions shall not begin until the following semester.
2. The department (institute, or degree program) faculty evaluation committee shall review whether the faculty member's academic publications (works, performances, evidence of achievements, or technical reports) meet the threshold requirements specified in Article 12 of the Regulations and those established by their respective colleges. The department (institute, or degree program) faculty evaluation committee shall then review the faculty member's performances in terms of teaching and service (made to the University, academia and society) before recommending external reviewers for further review. Regulations governing the promotion review shall be established by each department (institute, or degree program). Concrete reasons shall be provided for any opinions against the promotion.
3. Heads of departments (institutes, or degree programs) shall assemble all the materials of those who have passed the preliminary review, together with their academic publications (works, performances, evidence of achievements, or technical reports) and the review results as well as the names of 8 to 10 recommended reviewers proposed by the department (institute, or degree program) faculty evaluation committee and submit all of the above to the Dean for deliberation no later than April/October 10 of each year. The Dean shall then choose from the recommended reviewers to carry out the review.
4. To review faculty member's academic publications (works, performances, evidence of achievements or, technical reports) referred to in the preceding Paragraphs, recommended reviewers shall be external academics or experts with outstanding academic performance. The faculty member under review may name one to two individuals that he/she would like to exclude from his/her review panel to his/her department (institute, or degree program) faculty evaluation committee.
   The external review of academic works shall be processed by the college, and the case officer shall sign a non-disclosure agreement. The name of the author of said academic works may be disclosed while the identities of reviewers shall be kept confidential. Promotion applications based on academic publications, works, evidence of achievements or technical reports must send said materials to five academics or experts for simultaneous evaluation. A person with a lower level of academic attainment than the reviewee, the reviewee's spouse, relatives within the third degree of consanguinity, and in-laws, as well as dissertation advisers or relevant vested-interest parties, shall voluntarily recuse themselves from the review panel.
5. Deans of colleges shall submit the results of the review of academic publications (works, performances, evidence of achievements, or technical reports) together with relevant information and review results provided by the department (institute, or degree program) faculty evaluation committee to their respective college faculty evaluation committee for a secondary evaluation.

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6. Deans of colleges shall submit, by June/December 10 each year, all the materials, academic publications (works, performances, evidence of achievements, or technical reports) of faculty members approved by the review panels at the secondary evaluation together with the results and comments of college faculty evaluation committees to the convener of the University Faculty Evaluation Committee for review and approval.
7. In the review process, the reviewee must be afforded an opportunity to defend their case at each of the faculty evaluation committee reviews either in writing or in person.
8. Cases approved by the University Faculty Evaluation Committee shall be submitted to the President for the issuance of NTNU Letter of Appointment, and said appointments shall be reported to the Ministry of Education in accordance with the provisions of Article 22 of the Regulations for approval and the issuance of Teacher's Accreditation Level Certificate.

Faculty members eligible for promotion in accordance with the provisions of Article 11, Paragraph 1. Subparagraph 2. may submit their applications to their department (institute, or degree program) upon receipt of their diploma. Department (institute, or degree program) faculty evaluation committees shall complete the review no later than the first day of the semester when the promotion should take effect. Except for monographs (or dissertations) which shall be submitted by the college for external review pursuant to the provisions of Article 7, Paragraph 2., other procedures relating to the review shall be handled in accordance with the regulations specified in the preceding Paragraph.

Requests, lobbies, bribery and enticement, threat or actions that might interfere with the works of external reviewers or the external review process shall be strictly prohibited.

Article 13-1 Items required for faculty members' promotion review shall be as follows:

1. Research
   (1) Representative publication (works, performances, evidence of achievements, or technical reports), and
   (2) Academic publications or research achievements completed within the time frame stipulated in Article 12 of the Regulations.
2. Teaching
   (1) Review of whether the teaching hours meet the basic requirements,
   (2) Results of Course Evaluation Surveys,
   (3) Achievements by way of student research advising, and
   (4) Other matters related to teaching and instruction.
3. Service

(1) Performance at concurrent administrative positions;
(2) Participation in and contribution to matters relevant to the department (institute, or degree program), college or the University;
(3) Services provided as an academic adviser, or an adviser of classes, student clubs, a publication or a representative team.
(4) Performance in industry-academia cooperation, and
(5) Other services provided (such as serving as executors of University Social Responsibility projects of the Ministry of Education).

For their respective Guidelines for Faculty Promotion Review, each department (institute, or degree program) may add or delete the items listed above.

Items and thresholds required for faculty promotion review are listed below:

1. The threshold requirements of each item:

(1) Research: Shall be awarded a B rating or above by at least four of the reviewers.
(2) Teaching: A score of 80 or above.

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(3) Service: A score of 80 or above.

2. Items for the rating of academic publications shall be in accordance with the relevant regulations established by the Ministry of Education.
   For external review of the academic publications referred to in the preceding Paragraphs, a hierarchical grading system shall be adopted, namely, A (Excellent), B (Good), C (Average), D (Below Average). Reviewers shall rate the academic works based on the research performance of the faculty member's peers at the same rank and in the same academic field (see attachment). The corresponding scores of letter grades are: A: (90 or above), B: (80 to 89), C: (70 to 79), D: 79 and below.

3. For the purposes of evaluating the faculty member's performance in teaching and service, each college and department (institute, or degree program) may formulate its own rubrics and method of rating. The evaluation shall include faculty member's self-assessment, peer review, students' ratings of the faculty member's instruction, and the support the faculty member has provided to administrative affairs.
4. The University Faculty Evaluation Committee, while evaluating faculty promotion, shall conduct a thorough examination of the procedures adopted by colleges and departments (institutes, or degree programs), and in principle shall respect the judgments made in regard to the research, teaching and services of faculty members.
5. Faculty members who have passed the review in all three areas of research, instruction and services shall be granted a promotion.
   Concrete reasons for promotion denial, as well as the applicable rules and regulations, shall be stated in the notification to the faculty member. Information on appeals and remedies as well as relevant deadlines shall also be specified.

Article 13-2 With the support of at least two-thirds of attending members, college evaluation committees are authorized to adopt the following measures when there are questions regarding the feedback from external reviewers:

1. Obvious mistakes in scoring, comments made, etc.: After further clarification has been received from the external reviewer, the College Evaluation Committee shall review the clarified feedback.
2. Conflicting scores, issues involving research methods and the content of the research, or other questions that may cast doubt to the validity and accuracy of the review: Form a professional review group, then send the case back to the external reviewer for clarification. A professional review group and the College Evaluation Committee shall review the clarified feedback.

The professional review group specified in Subparagraph 2. of the previous Paragraph should be formed by three to five academics or experts in the professional field concerned and selected at the discretion of the college.

External review specified in Paragraph 1. that meets the following conditions may be excluded provided reasons for the exclusion are specified and the approval of at least two-thirds of the attending committee members has been received; the case will then be sent to other academics and experts for review to satisfy the number of required reviews:

1. Questions specified in Paragraph 1. Subparagraph 1. have been reconfirmed by the College Evaluation Committee and that there are indeed obvious mistakes in scoring, comments made, etc.
2. Questions specified in Paragraph 1. Subparagraph 2. have been reconfirmed by a professional review group and the College Evaluation Committee and that there are specific reasons to cast doubt to the validity and accuracy of the review on professional or academic

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grounds.

For each case of faculty member qualification review, college evaluation committees may exclude external reviews based on Subparagraph 2. of the previous Paragraph only one time.

Article 14 Restrictions on the application for faculty promotion are as follows:

1. Faculty members eligible for promotion shall be teaching at the University both during the semester when filing an application for promotion and when the promotion takes effect.
2. Faculty members seconded to other institutions are not eligible to apply for a promotion.
3. Faculty members whose application for promotion has been denied may not apply again in the immediately following semester.
4. Faculty members whose annual average of Course Evaluation Survey score is under 3.5 for any one of the past three years are not eligible to apply for a promotion.
5. Faculty members who did not pass the latest evaluation shall not be eligible to apply for a promotion.
6. Faculty members who will reach retirement age when their promotion takes effect are not eligible to apply for a promotion.

Chapter IV Extension of Service

Article 15 The department (institute, or degree program) may propose and recommend an extension of service for full-time professors who have reached the compulsory retirement age of 65 should the need for the extended service be justified. The proposal shall be submitted for approval by the three levels of faculty evaluation committees. Approved faculty members shall be granted an extension of service up to the age of 70. Regulations governing the extension of service shall be separately established.

Article 16 Professors who extend their service pursuant to the provisions of the preceding Article shall meet the requirements of basic conditions and special conditions relating to the extension of service stipulated in the directives on service extension of professors.

Chapter V Termination, Non-renewal of Appointment, Suspension, and Severance

Article 17 The reasons for the termination, suspension or severance of a faculty member with a long-term appointment shall be evaluated and approved by the department (institute, or degree program) faculty evaluation committee and the department affairs council before the case may be submitted to the college faculty evaluation committee and the University Faculty Evaluation Committee for adjudication. The reasons for the termination, non-renewal of appointment, suspension or severance of a faculty member with no long-term appointment, or matters concerning non-long-term faculty members' conduct constituting a violation of service regulations, appointment contract, or any pertinent laws or regulations shall be resolved by the department (institute, or degree program) faculty evaluation committee, before the case may be submitted to the college faculty evaluation committee and the University Faculty Evaluation Committee for adjudication.

Resolutions reached by the department (institute, or degree program) faculty evaluation committee referred to in the preceding Paragraph(s) require the support of at least two-thirds of the total number of faculty members of the department (institute, or degree program).

Concrete reasons and facts leading to the termination, non-renewal of appointment, suspension, and severance shall be stated in said resolutions, together with the applicable regulations as well as information on appeals, remedies and relevant deadlines.

Article 17-1 The termination and suspension of appointment contracts for adjunct faculty members shall be handled in accordance with the *Regulations Governing the Appointment of Adjunct Faculty at Junior Colleges and Institutions of Higher Education*.

Article 18 The party facing termination, non-renewal of appointment, suspension or severance shall be entitled a reasonable amount of time to prepare for a statement or defense for his/her case at the

faculty evaluation committees. The party shall also have the right to present or request proofs regarding his/her case.

Chapter VI Supplementary Provisions

Article 19 Lecturers and teaching assistants who have acquired a Lecturer Certificate or a Teaching Assistant Certificate before amendments made to the *Act Governing the Appointment of Educators* and the promulgation of said Act on March 21, 1997, and have been teaching without interruption (including approved leaves with pay or approved leaves without pay) may apply for promotion in accordance with the provisions of Article 2 of the University's *Regulations for Faculty Members' Promotion Review*.

Lecturers and teaching assistants referred to in the preceding Paragraph shall be eligible to apply for a change of rank in accordance with the University's former *Application Guidelines for Change of Appointment Following the Educational Attainment of a Degree of Higher Rank* if they obtain a higher academic degree later. If said faculty members file an application for an appointment to the rank of Associate Professor, their academic degrees shall be approved in accordance with the regulations governing the recognition of academic credentials, while their dissertations or other publications shall be submitted for a substantive review (including external review). Those who fail the review may re-apply for an appointment to the rank of Assistant Professor instead.

The evaluation items and criteria set forth in Article 13-1 shall apply to applications filed based on the current Article.

Article 19-1 The appointment procedures for full-time and adjunct faculty members shall be completed prior to the commencement of the appointments.

When faculty members have acquired a higher academic degree and file an application for promotion, the department (institute, or degree program) faculty evaluation committee shall complete the review procedures for the promotion (change of rank) before the semester the said promotion takes effect. Said applications shall be submitted within two months from the day the semester starts to the University Faculty Evaluation Committee for final review and approval. Approved promotion shall take effect from the semester following the application's filing.

When faculty members apply for a promotion by virtue of a Teacher's Accreditation Level Certificate of a higher rank, the effective date of the change of rank shall be determined by the University Faculty Evaluation Committee.

The college shall conduct an external review of academic publications in accordance with Article 5, Paragraph 1. Subparagraph 1. of the Regulations when full-time faculty members file an application for promotion according to the provisions of the preceding Paragraph.

Article 19-2 In the event that a dean of a college elected in accordance with Article 34, Paragraph 3. of the *University Charter* of National Taiwan Normal University is not a full-time professor of the University, the University shall increase the headcount; the college and department (institute, or degree program) concerned shall follow the procedures for initial appointment and grant the dean-elect full-time professorship. Should the dean-elect already possess a professor-rank Teacher's Accreditation Level Certificate from the Ministry of Education, his/her academic publications (works, performances, evidence of achievements, or technical reports), shall be exempt from external review. The appointment of the dean-elect shall be approved through the relevant administrative procedures, then submitted directly to the University Faculty Evaluation Committee for review.

In the event that the University's affiliated high school has selected, according to the *Regulations Governing the Selection, Appointment and Re-appointment of the Principal of the Affiliated High School* of the University, a principal-elect who is not a regular, full-time faculty member of the University, the University shall increase the headcount of the department; the School of Teacher Education shall appoint him/her as a full-time faculty member following the appointment procedures for the initial appointment of new faculty. Should the appointee already

possess a Teacher's Accreditation Level Certificate from the Ministry of Education, the appointee's academic publications (works, performances, evidence of achievements, or technical reports) shall be exempt from external review. The appointment of the principal-elect shall go through the relevant administrative procedures before its submission to the University Faculty Evaluation Committee for review.

Article 20 Regulations governing faculty evaluation shall apply mutatis mutandis to the review of researchers employed by the University. Nevertheless, faculty evaluation committees, in deliberating researchers' application for promotion, shall only take into consideration the conditions and performance ratings of their research and service.

Offices, academies, libraries, and centers of the University, while handling matters relating to the review of faculty members, shall abide by relevant provisions in the Regulations.

Article 21 The initial appointment, renewal or non-renewal of appointments of teaching assistants shall be handled in accordance with directives set forth by the department (institute, or degree program) faculty evaluation committees.

Article 22 Faculty members whose qualifications have been approved shall complete a Teacher Qualifications Review Form, which together with documents and information required by relevant regulations, shall be submitted to the Office of Human Resources. Said cases shall then be submitted to the President for approval, and to the Ministry of Education for the issuance of certificates.

Article 23 Applications for transfer to a different department (institute, or degree program) shall require consent from the faculty member's current department (institute, or degree program) and the approval of the faculty evaluation committee of the new department (institute, or degree program), before said applications are submitted to the President for approval.

Nevertheless, the transfer of faculty members to a newly established department (institute, or degree program) while taking their allotted headcount positions with them, shall be handled pursuant to the Establishment Plan of the new department. The newly established department (institute, or degree program) shall attach the Minutes of the department affairs council meeting of the former department (institute, or degree program) recording the approval of the transfer of said faculty to its Establishment Plan.

Article 23-1 For professional colleges, matters that should have been handled by the department (institute, or degree program) faculty evaluation committee or department (institute, or degree program) affairs council shall be forwarded directly to the college faculty evaluation committee or the college affairs council for approval.

Article 24 Matters not stipulated in the Regulations shall be handled in accordance with relevant rules and regulations. Any disputes arising from varied interpretations of the Regulations shall be settled by the University Council.

Article 25 The Regulations and any amendment thereto shall be implemented upon passage by the University Council.

Article 12, Paragraph 1. Subparagraph 3. of the current regulation shall be effective starting August 1, 2024.

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