

Regulations on Dismissal, Suspension, and Non-Renewal of Faculty at National Dong Hwa University

2012.11.28 amended and approved by the 1st University
Council of the 1st Semester of Academic Year 2012/13
2016.05.11 amended and approved by the 1st University
Council of the 2nd Semester of Academic Year 2015/16
2017.05.31 amended and approved by the 1st University
Council of the 2nd Semester of Academic Year 2016/17
2022.05.23 amended and approved by the 1st University
Council of the 2nd Semester of Academic Year 2021/22

- I. This Regulations on Dismissal, Suspension, and Non-Renewal of Faculty at National Dong Hwa University (hereinafter referred to as “the Regulations”) have been formulated by National Dong Hwa University (hereinafter referred to as “NDHU” or “the University”) in order to enhance the competitiveness of the University and improve the standards of teaching, research, and services in accordance with the *University Act*, the *Teachers’ Act*, and other relevant regulations.
- II. If a faculty member meets the criteria for dismissal, suspension, or non-renewal as stipulated in the *Teachers’ Act*, the relevant provisions of the Teachers Act shall be applied accordingly.
- III. Newly hired associate professors must meet the basic promotion requirements of their department within six years of employment and submit their first promotion application, and they must also be promoted within eight years. Newly hired assistant professors must meet the basic promotion requirements of their department within eight years of employment and submit their first promotion application, and they must be promoted to full professors within ten years. However, this limitation does not apply to assistant professors who are promoted to associate professors.

For faculty members who were originally employed by the National Hualien University of Education, the *Regulations on Non-Renewal of Faculty at National Hualien University of Education* shall apply. For those who had been newly hired as assistant professors since the second semester of the academic year 2005, if they have not been promoted to associate professor within six years of employment, the University shall provide assistance and actively arrange for them to teach the minimum required hours for a period of two academic years without exceeding the maximum teaching hours and without taking on administrative work in order to encourage their promotion and enhance their teaching, research, and service levels.

Faculty members who fail to submit a promotion application within the specified time or whose promotion application is unsuccessful shall not receive a salary increase, be allowed to take on part-time teaching or administrative positions within or outside the University, and shall undergo guidance and evaluation by their respective departments. This shall

continue until their promotion is approved.

Departments and colleges with stricter regulations regarding faculty promotion shall follow their own provisions.

These provisions shall be stated in the Employment Contract.

IV. The handling of faculty evaluation results mentioned in Article 3 is as follows:) :

1. Faculty members who fail to submit a promotion application within the specified time shall undergo their first evaluation based on their overall performance within the most recent three years, starting from the following academic year.
2. Faculty members who have submitted a promotion application but were unsuccessful, and further fail to be promoted on the eighth year as assistant professors or on the tenth year as associate professors shall undergo their first evaluation based on their overall performance within the most recent three years, starting from the following academic year.
3. Faculty members who have passed the first evaluation shall undergo faculty evaluation every two years until their promotion is approved. If the previous evaluation did not meet the required standards, they shall undergo a re-evaluation of their overall performance within two years from the previous evaluation. The passing criteria shall be adjusted according to the proportion of evaluated years.

If faculty members fail to meet the standards in any of the abovementioned provisions even after the second evaluation, except for those eligible for retirement who may apply for retirement, the Department, College, and University Evaluation Committees shall review for significant breaches of the *Employment Contract*. The decision shall be made by a majority vote of two-thirds or more of the attending members of the Faculty Evaluation Committee, and after approval by the competent educational administrative authority, the faculty member shall not be reappointed. If the situation warrants termination, it shall be handled in accordance with the regulations of the *Teachers' Act*.

Other matters not covered by the Regulations shall be handled in accordance with the *Regulations on Faculty Evaluation at National Dong Hwa University*.

V. Faculty members who meet one of the following conditions within the promotion period may apply for an extension:

1. Female faculty members who are pregnant or have experienced a miscarriage may apply for a one-year extension each time.
2. Female faculty members who have given birth and are raising a child under the age of three may apply for a two-year extension each time.
3. Faculty members who have not applied for parental leave without pay for raising a child under the age of three may apply for a one-year extension each time; those who have applied for parental leave without pay for a period exceeding one year may have their promotion postponed for the duration of their leave, up to a maximum of two years.
4. Faculty members who have other significant reasons may apply for a one-year extension each time.

5. Faculty members who have received teaching excellence awards at the college or university level may apply for a two-year extension, limited to one time.

Those who meet one of the conditions stipulated in Article 5, Paragraphs 1, 2, 3, and 5, should submit supporting documents for their application and receive approval from the President before the promotion timeframe is extended. Those who meet the condition stipulated in Article 5, Paragraph 4, should submit supporting documents and receive approval through the review of the three-tier Faculty Evaluation Committee.

When Paragraphs 2 and 3 of Article 5 occur simultaneously, if both spouses are faculty members at higher education institutions, only one of the spouses can apply for the extension.

VI. Matters not covered by the Regulations shall be handled in accordance with the provisions of the *Act Governing the Appointment of Educators*, the *Teachers' Act*, and other relevant laws and regulations.

VII. The Regulations have been approved by the University Council, and sent to the President for approval before implementation.