Guidelines for Extension of Service for Professors and Associate Professors at National Changhua University of Education

1. These Guidelines for the Extension of Service for Professors and Associate Professors at our university (hereinafter referred to as "these Guidelines") are formulated in accordance with the "Regulations for the Extension of Service for Principals, Professors, and Associate Professors in Public Junior Colleges and Higher Educational Institutions" issued by the Ministry of Education.

2. Based on the needs of institutional development, our university may, for professors and associate professors who have reached the retirement age, and meet one of the conditions stipulated in Article 3 of these Guidelines, submit a request through their respective units to the University Development Committee for review and approval. After obtaining the willingness of the individuals concerned to continue their service, the case shall be submitted to the respective Faculty Review Committee for review and approval. Individuals may not request extension of service on their own initiative.

Extension of service cases shall be submitted for review and approval by the aforementioned committees at least six months before the end of the semester preceding the individual's attainment of sixty-five years of age or before the completion of each extension period.

3. Professors and associate professors applying for extension of service at our university must meet one of the following conditions:

(1) Holds the title of Academician at the Academia Sinica.

(2) Has served as a national chair professor or as a chair professor at domestic or foreign universities.

(3) Has received the National Master Award for Industry-Academia Collaboration.

(4) Has received an academic award from the Ministry of Education or the National Outstanding General Education Teacher Award.

(5) Has received the Outstanding Research Award from the Ministry of Science and Technology twice or more.

(6) Within the five years prior to reaching the retirement age or before the completion of each extension period, has published at least two books or authored at least four significant academic journal papers related to their taught courses, published in SCI(E), SSCI, TSSCI (first or second tier), THCI (first or second tier), as the first author or corresponding author. Contributions as first and equal contributing authors will not be recognized. For papers with multiple corresponding authors, relevant communication with the journal editor must be provided.

(7) For professors teaching performing arts subjects, within the five years prior to reaching the retirement age or before the completion of each extension period, has created, exhibited, or provided technical guidance at least three times with international reputation.

(8) Has been identified as temporarily difficult to replace as the course instructor.

(9) Within the five years prior to reaching the retirement age or before the completion of each extension period, has accumulated administrative management fees, technology transfer fees, patent licensing fees, etc., totaling at least 1 million New Taiwan Dollars through industry-academia cooperation projects involving technical innovation, research and development, instructional exchange, or special projects (with at least one public or private enterprise as a funding institution).

4. The Faculty Review Committee at all levels shall review cases of service extension at our university. For a decision to be approved, at least half of the committee members must be present, and approval requires at least two-thirds of the attending members.

5. For cases of extension of service for professors and associate professors at our university, the following documents must be submitted:

(1) A copy of the official document approving the submission of the extension of service case for review by the Faculty Review Committee at all levels.

(2) Application for extension of service by professors and associate professors at our university.

(3) A copy of the current teacher's certificate.

(4) A copy of the household registration or a household registration transcript issued within the past three months.

(5) Relevant supporting documents proving eligibility for the current application.

Copies of the accompanying documents must be stamped with a seal certifying their accuracy and signed.

6. For professors and associate professors, the first extension of service starts from the date of reaching sixty-five years of age and ends at the conclusion of the semester when they turn sixty-six. Subsequent extensions shall not exceed one year each time and may be extended up to the conclusion of the semester when they turn seventy years old at most.

7. During the period of service extension, professors and associate professors are not allowed to take unpaid leave or study leave for further education or research.

8. After the Faculty Review Committee approves the extension of service cases for professors and associate professors, the Personnel Office shall register the roster information of extended service with the National Civil Service Retirement Benefits Integration Platform.

9. If the reasons for extending service for professors and associate professors cease to exist during the extension period, or if the conditions for extension of service are no longer met, the university shall suspend their extended service immediately. The university shall promptly report to the Ministry of Education for age retirement, with the date of suspension of extended service considered as the effective retirement date.

10. Any matters not covered in these guidelines shall be handled in accordance with other relevant laws and regulations.

11. These guidelines shall be implemented upon approval by the Administrative Council and after being submitted to the President for final approval. Amendments shall follow the same procedure.