National Changhua University of Education Research Staff Appointment and Promotion Review Criteria

1. Pursuant to the provisions of Article 3 of the Implementation Regulations of the Teacher Evaluation Committee of this university, these are the criteria for the appointment and promotion review of faculty members at this university, hereinafter referred to as these criteria.

2. The appointment and promotion of full-time research staff (hereinafter referred to as 'research staff') within the university's establishment, in addition to complying with laws and regulations issued by the Ministry of Education and relevant provisions, shall be conducted in accordance with these criteria.

3. The promotion quotas for research staff in each research unit of the university shall be recommended and reviewed within the current staff establishment and personnel allocation. However, each position within a research unit is generally limited to one person at each rank, with the possibility of adding one more person for every four individuals at the same rank.

If the research unit establishes specific and clear review criteria for various evaluation items, the promotion quotas for research staff may be subject to special application for relaxation, subject to approval.

4. The seniority for the promotion of research staff at this university is calculated from the date of formal appointment to the current position at the university. The years of service are calculated until the end of the semester in which the promotion application is submitted. The following criteria apply: Associate Researchers, Assistant Researchers, and Research Assistants must have served in their positions for a minimum of three years before being eligible to apply for promotion.

If an applicant for promotion has equivalent seniority at other universities or colleges in the position of full-time research staff, the relevant experience and seniority shall be recognized and considered for promotion upon approval by the evaluation committees of each center for research staff.

For the seniority of research staff mentioned in the preceding paragraph, the seniority of research staff who maintain their position while engaging in research, further studies, or teaching domestically or abroad shall be fully credited, provided that the domestic study involves working hours equal to half of the regular working hours. The seniority for overseas study may be counted as half. However, the period of leave without pay shall not be taken into account.

5. Supervisors of each research unit should inform their research staff to submit promotion applications as required by the end of the first month of each semester. However, works or recommendations for promotion that are not related to their expertise or research work in their professional field will not be entertained.

6. The heads of research units are required to convene the evaluation committee meetings before April 15th and October 15th each year. They should deliberate and decide on the candidates for promotion among their research staff in accordance with the provisions of Articles 3 and 4 of these criteria. The recommendations are then submitted for review by the respective faculty evaluation committees and the university faculty evaluation committee (hereinafter referred to as the 'evaluation committee').

The name, composition, and operating regulations of the aforementioned evaluation committee shall be determined by the respective research unit and submitted for approval to the relevant college faculty evaluation committee.

The evaluation form for the promotion of research staff shall be formulated according to the characteristics of each research unit.

7. The evaluation committee meeting, convened and chaired by the head of each research unit, shall be conducted in accordance with the following conditions: In addition to the cases specified in Article 9 of the 'University Research Staff Appointment Regulations,' which are reviewed according to its provisions, at least half of the committee members must be present for the meeting to proceed. The resolution requires the agreement of two-thirds of the attending members to be valid. Members attending the meeting must recuse themselves from evaluating cases involving themselves, spouses, former spouses, blood relatives within the fourth degree of kinship, or in-laws within the third degree of affinity.

8. "Regulations for the Appointment of University Researchers" Before the amendment takes effect, current researchers who were previously appointed as assistant researchers may apply for promotion according to the original classification of research personnel if they continue to engage in research work at this university without interruption. However, the review process should still be conducted in accordance with the guidelines and relevant regulations of this university.

9. Assistant researchers who were previously appointed at our university before the amendment of the 'Regulations for the Appointment of University Researchers' and pursue a doctoral degree through domestic or international studies, and subsequently return to serve at the university without a break in service, may, if their years of service remain uninterrupted and their doctoral dissertations receive excellent evaluations from external experts, be recommended by their affiliated research unit for review and approval by the third-level review committee. Following this approval, the unit may submit a proposal to the university president for reappointment as an assistant researcher under the amended 'Regulations for the Appointment of University Researchers'.

10. Research personnel at our university who are on leave without pay or are not actively engaged in on-campus work are not eligible to apply for promotion.

11. Newly appointed research personnel at our university shall be governed by the relevant provisions of the 'Regulations for the Appointment of University Researchers,' including Articles 4, 5, 6, 7, and 9. After submission by the appointing unit and approval by the third-level review committee, a proposal for appointment shall be submitted to the university president for approval.

If newly appointed research personnel possess qualifications exceeding the levels stipulated in the aforementioned regulations, as recognized within the staffing structure of other universities or colleges, they may, upon approval by the third-level review committee, submit a proposal to the university president for appointment at their qualified level.

12. According to these guidelines, individuals appointed as assistant researchers based on a doctoral degree must have their doctoral dissertations submitted for external expert review, and the results must be excellent before an official appointment can be made. The number of expert reviewers and the passing criteria will be determined by each center, subject to approval by the higher-level Academic Evaluation Committee. However, the number of reviewers should not be less than 5, and the number of approvals should not be less than 4.

13. According to these guidelines, the Academic Evaluation Committees at all levels are required to submit to expert review. In the case where an expert reviewer has one of the following relationships with the individual submitting the review, they should recuse themselves:

(1) Teacher and student.

(2) Blood relatives within the third degree.

(3) Spouse, in-laws within the third degree, or former relations by marriage within this degree.

(4) Academic collaboration.

(5) Individuals with relevant vested interests.

(6) Other relationships requiring recusal according to applicable regulations.

14. These guidelines have been approved by the administrative council and, upon approval by the university president, shall be implemented. The same procedure applies to any future amendments.