National Changhua University of Education Teacher Seniority Salary Increment Guidelines

1. To enhance teaching performance and safeguard the rights regarding seniority-based salary increments for teachers, these guidelines are hereby established.

2. Teachers at our university who demonstrate outstanding performance in teaching, writing, research, and outreach services, as evaluated and reviewed by department (center) meetings at the end of each academic year, shall receive a one-level salary increment. For those already at the highest salary level of their position, an additional seniority-based salary increment shall be applied.

3. Teachers who fall under any of the following circumstances shall not be eligible for salary increment after review by the relevant units and department (center) meetings:

(1) Taking personal leave for more than fourteen days.

(2) Taking sick leave for more than twenty-eight days.

(3) Unpaid leave.

(4) Serving less than one academic year in their current position during the academic year. However, this does not apply to teachers promoted within the university or teachers transferred from other levels of public schools to our university during the academic year, provided their salary level remains unchanged, or they possess teaching experience equivalent to their current position in private colleges or universities, with cumulative teaching experience of one academic year before and after the transfer.

(5) Failing to follow regulations by independently canceling or suspending classes during the semester without proper makeup classes, thereby affecting students' rights to education, as confirmed by the relevant units.

(6) Failing to submit semester grades within seven days after the deadline.

(7) Going abroad during the semester without prior approval from the university.

(8) Failing to pass the evaluation according to Article 4 of the university's teacher evaluation regulations.

(9) Committing significant misconduct during the academic year, as confirmed through investigation.

4. These guidelines are approved by the School Affairs Meeting and implemented upon approval by the university president. The same procedure applies for any amendments.