

[Promulgated on July 15, 2023]

NATIONAL TAIWAN UNIVERSITY
International College
MS Program in Disaster Risk Reduction and Resilience
Regulations for the Establishment of the Faculty Evaluation
Committee

March 23, 2023	Passed by the 3rd Program Preparatory Committee meeting
May 09, 2023	Passed by the 3rd College Affairs Meeting, Academic Year 2022-23
June 20, 2023	Passed by the 3,148th Administrative Meeting
July 05, 2023	Promulgated all articles

Article 1 The National Taiwan University (NTU or "the University") International College ("the College") MS Program in Disaster Risk Reduction and Resilience ("the Program") formulates the *Regulations for the Establishment of the Faculty Evaluation Committee* ("the Regulations") in accordance with Article 8, Paragraph 1 of the University's *Guidelines Governing the Establishment of the Faculty Evaluation Committee of Each Department, Division, Graduate Institute, Degree Program, Office, and Center* to establish the Program's Faculty Evaluation Committee ("the Committee").

Article 2 The responsibilities of the Committee are as follows:

1. Deliberation on faculty members' (research fellows') appointment qualifications, ranking, and tenure.
2. Deliberation on faculty members' (research fellows') promotion and appointment renewal.
3. Deliberation on faculty members' (research fellows') non-renewal, suspension, and dismissal of appointment.
4. Deliberation on professors' extension of tenure.
5. Deliberation on professors or associate professors' sabbatical and faculty members' leave of absence for lecturing, studying, conducting research abroad.
6. Other matters that shall be deliberated by the Committee in accordance with the applicable laws and regulations.

The Committee shall only be responsible for the matters stated in the preceding subparagraphs regarding the Program's faculty members (excluding jointly appointed faculty members). For jointly-appointed and supportive

faculty members of the Program, matters regarding subparagraphs in the preceding paragraph and faculty evaluation shall be handled by their primary appointing unit.

Non-renewal of appointment or severance procedures for faculty members who fail re-evaluation shall be handled in accordance with the NTU Faculty Evaluation Guidelines.

Article 3 The Committee consists of 7 members, including 1 ex officio member and 6 elected committee members as follows:

1. The director of the Program shall serve as the ex officio member, convener, and chairperson of the Committee's meetings.
2. Elected Committee members shall be selected among full-time faculty members and jointly appointed faculty members with the rank of associate professor or above. Members of the Committee shall serve a one-year term, but may serve consecutive terms if reappointed.

If the number of elected Committee members is insufficient due to a lack of faculty members with the rank of associate professor or above, whether full-time or jointly appointed, the College dean shall appoint NTU faculty members with expertise in fields related to the Program to serve on the Committee. If a vacancy arises among the elected Committee members during their term, the deficit shall be filled in through an election. In cases where holding an election is not feasible, the College dean may appoint NTU faculty members with expertise in fields related to the Program to complete the remainder of the term on the Committee.

Faculty members, whether full-time or jointly appointed, with the rank of associate professor or above, who anticipate being abroad for more than half of the current academic year, are ineligible for election as Committee members. If faculty members elected as Committee members stay overseas for more than half a year, they shall be removed from the Committee.

Faculty members who are still employed but are undergoing dismissal, non-renewal of appointment, or appointment suspension procedures are not eligible to serve on the Committee.

Article 4 In the event that the director of the Program is unable to attend the meetings, the Committee may appoint a chairperson from the elected Committee members.

Elected Committee members shall attend the meetings by themselves and may not be represented by a proxy.

Article 5 The Committee may only convene with at least two thirds of its membership in attendance, and a resolution may only be made with more than half of the attending members in concurrence. However, the attendance and resolution requirements regarding dismissal, non-renewal of appointment, or appointment suspension shall be governed by the regulations relevant to the Teachers' Act.

Committee members with conflicts of interest shall recuse themselves from participating in the review and discussion. Should a member not voluntarily recuse themselves, the chairperson of the Committee may request the member to do so.

Matters related to the initial employment, promotion, and appointment renewal of faculty members at a specific rank may not be assessed by Committee members with lower ranks.

The number of Committee members who shall recuse themselves, or who may not assess the respective case, in accordance with the preceding two paragraphs shall not be counted towards the quorum. However, the quorum for a resolution shall still comply with Article 2, Paragraph 1 of the NTU Guidelines Governing the Establishment of the Faculty Evaluation Committee of Each Department, Division, Graduate Institute, Degree Program, Office, and Center. If the attendance falls short of the required number, the College dean shall appoint NTU faculty members with expertise in fields related to the Program to compensate for the shortfall.

Committee members appointed by the College dean per the preceding paragraph shall serve until a resolution is reached for the respective case. However, their term of service may not exceed one year.

Article 6 In cases where promotion is not granted, the promotion applicant shall receive a notification in writing, which shall state that if they are dissatisfied with the resolution, they may appeal to the NTU Faculty Member Grievances Committee, or file an administrative appeal with the Ministry of Education within 30 days from the day following the notice's delivery.

Article 7 Matters not addressed herein shall be handled in accordance with the NTU Guidelines Governing the Establishment of the Faculty Evaluation Committee of Each Department, Division, Graduate Institute, Degree Program, Office,

and Center and the applicable regulations of the University.

Article 8 The Regulations shall be passed by the Program Affairs Committee, the College Affairs Meeting, and the Administrative Meeting, and then implemented on the date of promulgation.