

**NATIONAL TAIWAN UNIVERSITY**  
**International College**  
**MS Program in Disaster Risk Reduction and Resilience**  
**Directives Governing Faculty Appointment Reviews**

March 23rd, 2023    Passed by the 3rd Program Preparatory Committee Meeting  
May 9th, 2023    Passed by the 3rd College Affairs Meeting, Academic Year 2022-23  
June 20th, 2023    Passed by the 3,148th Administrative Meeting  
July 5th, 2023    All articles promulgated

Article 1    National Taiwan University (NTU or “the University”) International College (“the College”) MS Program in Disaster Risk Reduction and Resilience (“the Program”) formulates the *Directives Governing Faculty Appointment Reviews* (“the Directives”) in accordance with Article 8, 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*.

Article 2    The Directives apply to full-time, part-time, and project faculty members of initial employment and primary employment, excluding jointly appointed faculty members of the Program or faculty members from other departments, divisions, graduate institutes, degree programs, offices, centers of NTU supporting the Program.

Article 3    The qualifications and assessment of academic works for faculty members appointed by the Program shall be handled in accordance with the *Act Governing the Appointment of Educators*, the *Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education*, and the relevant regulations of NTU and the College.

The qualifications and assessment of academic works for project faculty members appointed by the Program shall be handled in accordance with the *Principles for employing Non-Quota Based Full-Time Teaching Staff in Junior Colleges and Institutions of Higher Education*, the *NTU Directives for Appointing Contract Faculty Members and Research Fellows with the University Endowment Fund*, and the relevant regulations.

Article 4    The Program shall establish a New Faculty Member Selection Committee (“the Selection Committee”) in accordance with Article 3 of the *NTU Guidelines for Colleges/Centers Appointing New Full-Time Faculty Members* to handle matters related to the selection of full-time faculty members of initial employment. The regulations for the establishment of the Selection Committee shall be formulated separately.

Upon receiving the application materials submitted by candidates for full-time faculty members, the Program shall pass on the application materials to the Selection Committee for handling faculty selection matters.

Article 5    The documents required for submission by candidates shall be determined by the Selection Committee, and then announced after approval by the

Program.

Article 6 The Faculty Evaluation Committee of the Program (“the Faculty Evaluation Committee”) is responsible for a two-stage review of faculty members’ appointment cases, namely, the preliminary review and the second review.

The Faculty Evaluation Committee conducts the preliminary review based on the candidate’s qualifications and expertise. The Faculty Evaluation Committee shall then deliberate on a list of candidates who pass the preliminary review to conduct publications review and the interview.

Following the completion of reviewing publications and interviews specified in the preceding paragraph, the Faculty Evaluation Committee shall conduct a second review. A list of candidates who pass the second review shall be submitted for deliberation by the College Faculty Evaluation Committee.

Article 7 The Faculty Evaluation Committee shall conduct anonymous voting to review the appointment of new faculty members. A meeting may be held only if at least two-thirds of all members are present, and a decision may only be considered passed if more than half of the attending members agree.

Article 8 The publications review for the appointment of full-time and project faculty members in the Program shall be handled by the Program in accordance with the relevant regulations of the University, and the Program shall commission five external scholars or experts to conduct the publications review.

Article 9 The publications review for the appointment of part-time faculty members in the Program shall be handled by the Program in accordance with the relevant regulations of the University, and the Program shall commission three external scholars or experts to conduct the publications review. However, those who meet the conditions listed in Article 4 of the *NTU Directives for Appointing Part-time Faculty Members* may be exempted from the publications review.

Article 10 The list of external scholars or experts to conduct the publications review shall be determined by the Director of the Program.

Having completed the publications review, the external scholars or experts shall submit the Publications Review Feedback Form to the Faculty Evaluation Committee of the Program, alongside relevant documents submitted by the candidates, for the second review.

Article 11 Matters not addressed herein shall be handled in accordance with relevant regulations of the University.

Article 12 The Directives shall be passed by the Program Affairs Committee, College Affairs Meeting, and Administrative Meeting, and then implemented on the date of promulgation.