

NATIONAL SUN YAT-SEN UNIVERSITY

Institute of Public Affairs Management Guidelines for Selection, Reappointment, and Appointment Termination of Institute Director

Issued by the Institute General Meeting on May 20, 1998.

Amended and approved by the 3rd Institute General Meeting on January 10, 2003, School Year 91.

Amended and approved by the 6th Institute General Meeting on April 10, 2003, School Year 91.

Amended and approved by the 5th Institute General Meeting on April 19, 2012, School Year 100.

Amended and approved by the 4th Institute General Meeting on March 6, 2014, School Year 102.

- I. The present guidelines are issued in accordance with “National Sun Yat-sen University (NSYSU) Guidelines for Selections, Contract Renewals, and Terminations of All-Level Academic Head Positions.”
- II. The director of the Institute of Public Affairs Management (hereafter referred to as “the Institute”) shall be finalized in accordance with the procedures described below within five months before the end of the current term or three months of continuous absence for any reason:
 - A. Following the president’s authorization, all full-time faculty members of the Institute shall recommend three to seven faculty members to form an Institute Director Selection Committee. The committee will select one to three candidates to be voted upon at an institute general meeting.
 - B. Voting at the institute general meeting is done anonymously. All candidates, who received supporting votes from over half (majority) of the faculty members with voting rights are recommended by the college dean to the president for selection.
 - C. If none of the candidates receive majority votes, the committee must follow the

abovementioned procedures to re-select candidates within one month. If still no candidates receive majority votes, the committee may recommend up to two candidates to the college dean to report to the president for direct appointment.

III. An Institute's director appointment generally lasts for three years. One re-appointment is permitted if necessary.

The term for mid-semester or substitute appointments is calculated from the date of authorization by the president. If a director is unable to be selected within the deadline, the president may appoint an appropriate person from within NSYSU to substitute the position until a new director is appointed.

III. Candidates for the Institute director must meet the following requirements:

A. Has executed at least two Ministry of Science and Technology (MOST) projects or industry-academia collaborations within the last three years.

B. Has published at least one academic work within the relevant academic discipline (including SSCI, TSSCI, and the MOST core journal articles, as well as chapters and books).

C. Has achieved other outstanding academic performances.

V. The current director of the Institute must submit written notice to the institute general meeting within five months before the end of his/her term, explaining his/her willingness to accept a re-appointment. He/she must also provide the president and all faculty members of the Institute a performance report of the current term and a plan for the following re-appointment. Re-appointment voting shall be held after all administrative

procedures are completed.

The Institute's director re-appointment voting shall be held at least four months before the end of the current term. The Institute's general meeting shall select at least three representatives to form a re-appointment voting task group to conduct the voting.

An institute director under selection for re-appointment must receive at least two-thirds of approval votes from all full-time faculty members of the Institute to be submitted to the president for re-appointment.

If the current institute director does not wish to accept a re-appointment or does not pass the re-appointment voting, a new director shall be selected following Article II to IV of the present guidelines. The current director may not participate in the selection of a new director.

VI. After a director assumes term of office, his/her appointment may terminate (resignation not included) due to significant cause through authorization by the president. If over one-thirds of full-time faculty member representatives in the institute general meeting countersigned a dismissal file, the college dean must convene an institute general meeting within one month to conduct a voting. If over two-thirds of the full-time faculty members approve of the dismissal, the president shall terminate the appointment of the director of the Institute and appoint a substitute.

VII. The present guidelines shall be implemented following approvals of institute general meetings and the authorization of the president. The same procedure shall be carried out when amendments are to be made