

NATIONAL SUN YAT-SEN UNIVERSITY

Institute of Public Affairs Management Guidelines for Faculty Promotion Evaluation

Issued and approved on March 8, 2000.

Amended by the Institute General Meeting on May 24, 2000.

Amended by the Institute General Meeting on June 15, 2000.

Amended by the Institute General Meeting on November 1, 2001.

Amended by the Institute General Meeting on October 7, 2004.

Article I. The present guidelines are issued by the Institute of Public Affairs Management (hereafter referred to as “the Institute”) for faculty promotion in accordance with “National Sun Yat-sen University (NSYSU) Regulations for Promotion Evaluation of Teaching and Research Personnel.”

Article II. Faculty members of all levels applying for promotions must meet the requirements set forth in Article II and III of “NSYSU Regulations for Promotion Evaluation of Teaching and Research Personnel.”

Article III. The organization and term of service for the Institute Faculty Promotion Evaluation Committee is as follows.

A. The Faculty Promotion Evaluation Committee is comprised of all professors of the Institute to conduct promotion evaluations, with the institute director serving as the committee convener.

B. Publications of promotion applicants shall be submitted to the college dean to conduct external review with three suitable academic experts. The external reviewers of academic research evaluation for the Institute’s faculty promotions are selected by the president from a list of at least seven experts with sufficient professional abilities from outside of NSYSU

who are recommended by the Faculty Promotion Evaluation Committee (the college dean and center director may make additions to the recommendation list). The president's selection of reviewers is then returned to the College of Management to conduct external review. The results of external review shall be returned to the Institute for initial evaluations.

- C. Applications that pass the initial evaluation are submitted, along with evaluation results, commentaries by the convener of the Institute Faculty Promotion Evaluation Committee, and meeting records, to the College of Management Faculty Evaluation Committee for secondary evaluation.
- D. The term of service for members of the Institute Faculty Promotion Evaluation Committee is one year, starting from August 1st to July 31st of next year.

Article III. Meetings and evaluations

- A. Applications that pass the initial evaluation are reported, along with evaluation results, commentaries by the convener of each department (institute or division) faculty promotion evaluation committee, and meeting records to the relevant college (or center) faculty evaluation committee for secondary evaluation.
- B. The Institute faculty promotion evaluation scoring follows the standards stated in "NSYSU Institute of Public Affairs Management Regulations on Faculty Promotion Evaluation Scoring."
- C. A faculty member who meets the following requirements is considered a "person of high standards" as stated in Article XI of "College of Management Guidelines for Faculty

Promotion Evaluation.”

1. An applicant who has published two publications in a SSCI, SCI, or AHCI journal.
2. An applicant who has received over five awards by the Ministry of Science and Technology (MOST).
3. An applicant who has participated in over seven the MOST research projects.
4. An applicant who has received three university (or college) awards of outstanding performance in teaching.
5. An applicant who has received three university (college) awards of excellent mentor.
6. An applicant who has received over NT\$7 million in accumulation for a cooperative education program in the name of NSYSU. The amount for a program with more than one principle investigator or co-investigators is divided equally among the investigators.
7. An applicant who has taught a continuing education course in the name of the Institute and received over NT\$1 million in accumulation for administrative fees

Article V. Applicants must submit relevant documents to the convener of the Institute Faculty Promotion Evaluation Committee before June 1st or February 1st of each year. Late applications will not be accepted.

Article VI. Applicants dissatisfied with results of the initial evaluation may file appeals with written explanations to the NSYSU Faculty Appeal Evaluation Committee within 30 days of receiving the notices, as in accordance with the relevant

regulations by the Ministry of Education's "Guidelines for Temporary Establishment of Faculty Appeal Evaluation Committee." If the NSYSU Faculty Appeal Evaluation Committee finds the explanation reasonable, the committee must require the relevant faculty evaluation committee to re-evaluate the applicant in accordance with the present guidelines.

Article VII. The present regulations shall be implemented following approval of the Institute General Meeting and the College of Management Faculty Evaluation Committee Meeting. The same procedure shall be carried out when amendments are to be made.