

National Taiwan Normal University
Graduate Institute of European Cultures and Tourism

教師評審委員會設置要點

Directives for the Establishment of the Faculty Evaluation Committee

Reviewed and passed at the 6th College Faculty Evaluation Committee meeting on July 18, 1997

Reviewed and passed at the 225th University Faculty Evaluation meeting on January 23, 1998

Amended and passed at the 7th Institute Affairs Meeting of Academic Year 2013–14 on June 14, 2014

Reviewed and passed by the College Faculty Evaluation Committee on June 16, 2014

Reviewed and passed at the 272nd University Faculty Evaluation Committee on June 25, 2014

- Article 1 The National Taiwan Normal University (“the University”) College of International Studies and Social Sciences (“the College”) Graduate Institute of European Cultures and Tourism (“the Institute”) hereby establishes the Institute Faculty Evaluation Committee (“the Committee”) in accordance with the Article 2, Subparagraph 3 of the University’s *Regulations for the Establishment of Faculty Evaluation Committees*.
- Article 2 The Committee shall exercise its authority in accordance with Articles 4 and 7 of the University’s *Regulations for the Establishment of Faculty Evaluation Committees*, including the preliminary review of full-time and part-time faculty members’ initial appointments, renewals, appointment terms, promotions, leaves of absence, suspensions, dismissals, non-renewals of appointment; full-time faculty members’ tenure, severance, extensions of service; honorary professors’ and jointly appointed professors’ appointments, international/domestic research, further studies, and guest lectures; and professors’ sabbaticals.
- Article 3 The Committee shall be composed of five to nine members, at least two thirds of whom shall be professors of the Institute. The Institute Director shall be an ex officio member and convenor of the Committee.
The Institute’s full-time faculty members shall elect the necessary number of Committee members from among the Institute’s full professors and associate professors during an Institute Affairs Meeting. Two alternates shall also be elected (one full professor and one associate professor).
Faculty members shall not serve on the Committee during unpaid leave periods.
- Article 4 Committee members shall be elected by the end of June each academic year and shall serve a one-year term. Members may serve consecutive terms if re-elected.
- Article 5 Any vacancy that should arise during a term shall be filled by an alternate.
- Article 6 Members who fail to attend three meetings cumulatively without just cause shall be ineligible for re-election in the following academic year.
- Article 7 The Committee shall convene at least once per academic year.
- Article 8 The Committee may only convene with at least two thirds of its members in attendance. The Committee may invite stakeholders to its meeting to provide statements if necessary.
- Article 9 Resolutions shall be made via a secret vote following thorough discussion by the Committee members. Any resolution to overturn the results of a publication review for faculty promotion purposes shall require concrete reasons backed by academic evidence and the support of at least two thirds of the Committee members; otherwise, the original publication review results shall be upheld.
- Article 10 Unless otherwise stipulated under Article 13–1 of the University’s *Faculty Evaluation Regulations*, resolutions for matters listed under Article 2 herein shall require the

concurrence of at least two thirds of the Committee members in attendance.

- Article 11 The Committee shall notify the concerned faculty member within 10 days of issuing a resolution regarding matters listed under Article 2 herein and shall provide substantial reasons for a non-approval resolution. Faculty members may file an appeal with the University's Faculty Appeal and Arbitration Committee (except in cases of dismissal, suspension, or non-renewal of appointment, which may only be disputed following final approval by the University Faculty Evaluation Committee).
- Article 12 Guidelines governing the Institute's faculty evaluations shall be formulated separately.
- Article 13 Matters unaddressed herein shall be subject to the University's *Regulations for the Establishment of Faculty Evaluation Committees* and other applicable regulations. Any ambiguity in the provisions herein shall be settled by the Institute Affairs Meeting.
- Article 14 These Directives and any amendments made hereto shall be implemented upon passage by the Institute Affairs Meeting, recordation by the College Faculty Evaluation Committee, and promulgation by the University President.