

National Chung Hsing University

Bachelor Program in Intellectual Creativity Engineering

Guidelines for the Establishment of the Faculty Review Committee

Approved and established by the Program Committee on September 17, 2021.

First Point : This program establishes the "Faculty Review Committee of the Undergraduate Program of Intellectual Creativity Engineering" (hereinafter referred to as the Committee) in accordance with the provisions of Article 7 of the "Organizational Regulations for Faculty Review Committees of Departments (Institutes) at National Chung Hsing University."

Second Point : The Committee shall consist of five to seven members, with at least two-thirds of the members holding professorial qualifications, and the total number of members shall be no fewer than five. The members shall be composed of the following individuals:

1. Ex-officio Member: The Program Director, who also serves as the convener.
2. Selection Committee Members: Elected by the program: The full-time and jointly appointed faculty of the program shall elect members from qualified professors and associate professors to form the Committee. If there are not enough professors, the program may select the required number of members from professors of similar departments within the university or from researchers with equivalent professorial qualifications in domestic research institutions. The selection will be approved by the program committee and submitted to the university president for appointment. Committee members serve a one-year term and may be re-elected for consecutive terms.
3. Committee members must not have been disciplined by the university's Faculty Evaluation Committee for academic ethics violations.

The selected Committee members must meet at least one of the following conditions:

1. Have published at least three papers (including patents, new varieties, technology transfer, and other achievements) in internationally recognized journals within the College of Engineering in the past five years (as the first author or corresponding author).
2. Have led a research project funded by the Ministry of Science and Technology for more than three years in the past five years.

If the program director does not meet the qualifications for selecting Committee members as mentioned above, one member of the Committee shall be elected to serve as the convener.

Third Point : A meeting of the Committee may only be held if at least two-thirds (including ()) of the members who are required to attend are present. If there are insufficient members, the program committee will recommend substitute candidates (who must meet the qualifications in the second point, second item) for the university president's approval. All members are required to attend meetings in person, but members should recuse themselves if they have a student-teacher relationship, are within three degrees of consanguinity or affinity, have co-authored academic

papers, or have a relevant conflict of interest. The Committee may invite relevant personnel to attend the meeting.

When the Committee reviews cases of teachers from a higher rank, teachers from the next lower rank are not counted toward the quorum and are not allowed to participate in the evaluation of the qualifications of the higher-ranked teachers.

Fourth Point : The Committee shall deliberate on the following matters:

1. The appointment and term of service for full-time (or part-time) faculty members.
2. The promotion and reappointment of full-time (or part-time) faculty members.
3. The suspension, dismissal, and contracts for full-time (or part-time) faculty members.
4. Other important matters related to faculty evaluation (such as further education, extension of service, determination of grounds for dismissal, handling violations of duties by faculty members, etc.).
5. Other matters that require approval by the Committee.

Fifth Point : Any matters not covered by these guidelines shall be handled in accordance with the relevant regulations of the university and the College of Engineering.

Sixth Point : These guidelines shall be implemented after being approved by the program committee and submitted to the dean for approval. The same procedure applies for any revisions.