**NATIONAL CHUNG HSING UNIVERSITY**

**Guidelines Governing Changes of Appointment for Full-Time Faculty Members**

May 8, 2015—Formulated by the 72nd University Council Meeting

December 11, 2015—(Article 2) amended by the 73rd University Council Meeting

Article 1 In response to the Ministry of Education’s initiative to encourage university mergers and the consolidation of academic programs, the following guidelines have been formulated to govern changes of appointment for full-time faculty members of National Chung Hsing University (hereinafter, NCHU or “the University”)

Article 2 Procedures for changes of appointment

1. For personal reasons:

Full-time faculty members at the University (including those appointed by an institution to be absorbed by the University) may apply for a transfer from another department, graduate institute, office, center, or degree program (collectively, “units”) in accordance with the following procedures:

1) Transfers within the same college (intra-college transfers): Faculty members shall submit a request to the original unit’s faculty evaluation committee for approval, after which the request shall be forwarded to the destination unit’s and the competent college’s faculty evaluation committees for review, presented to the NCHU President for approval, and delivered to the Personnel Department for announcement and appointment.

2) Transfers between colleges (intercollegiate transfers): Faculty members shall submit a request to the original unit and its superordinate college’s faculty evaluation committees for approval (waived if the original unit has become defunct), after which the request shall be forwarded to the destination unit and its superordinate college’s faculty evaluation committees for review, presented to the NCHU President for approval, and delivered to the Personnel Department for announcement and appointment.

2. Due to changes in organizational structure:

To ensure the right to work of full-time faculty members, changes of appointment arising from an institutional merger, academic unit consolidation, or the suspension or termination of or changes to a unit shall be handled in accordance with the following procedures:

1) In principle, faculty members who are subject to a change of appointment due to an institutional merger, academic unit consolidation, or a change in their original unit shall be transferred to the destination (new) institution and unit, but they may also apply to be transferred to another unit under the preceding paragraph.

2) Colleges shall assist faculty members who are subject to a change of appointment due to an institutional merger or the suspension or termination of an institution or academic unit in applying for a transfer to another unit under the preceding subparagraph.

3) To ensure the right to work of faculty members, those who fail the reviews described in Items 1 and 2 above or who are subject to extraordinary circumstances may (barring the exclusions delineated in Article 14, Paragraph 1 of the *Teacher Act* where reviews by all three levels of faculty evaluation committees are required) be referred directly to the NCHU Faculty Evaluation Committee for appointment and announcement at the special request of the Personnel Department and with the approval of the NCHU President.

3. Resolutions pertaining to changes of appointment shall require the attendance of at least 2/3 of the members of the competent faculty evaluation committee and the concurrence of at least 2/3 of the members in attendance.

Article 3 Faculty members must be in a field of expertise that corresponds with the educational and developmental needs of their destination unit and college, and they must actually offer courses in the destination unit.

Article 4 Faculty members shall be entitled to the same rights and bound by the same obligations after the change of appointment.

Article 5 Faculty members who are subject to a change of appointment due to an institutional merger shall still be subject to the same faculty evaluation cycle stipulated by their original institution. In principle, faculty members who are transferred to the University shall be entitled to the same rights and bound by the same obligations as other full-time NCHU faculty members. If the original institution offered better rights or less burdensome obligations, the competent unit may establish an ad hoc task force to formulate separate regulations that are specific to the faculty members from the given institution.

Article 6 Changes of appointment shall be handled in accordance with the faculty quotas stipulated in the corresponding merger/consolidation proposal or interunit agreement. Matters requiring further deliberation may be presented to the NCHU Faculty Quota Management Committee for review.

Article 7 Matters unaddressed herein shall be subject to other applicable laws and regulations.

Article 8 These guidelines and any amendments made hereto shall be implemented upon passage by the University Council.