**NATIONAL CHUNG HSING UNIVERSITY**

**Faculty Secondment Guidelines**

December 7, 2001— Passed by the 41st University Council meeting

December 7, 2007— (All articles) amended and passed by the 53rd University Council meeting

September 12, 2012— Amended and passed by the 372nd Administrative Meeting

September 4, 2013— (Articles 6 and 9 through 11) amended and passed by the 380th Administrative Meeting

November 18, 2015— (All articles) amended and passed by the 396th Administrative Meeting

January 12, 2022— (Articles 3 and 10) amended and passed by the 445th Administrative Meeting

Article 1 National Chung Hsing University (hereinafter, NCHU or “the University”) has formulated the following *Faculty Secondment Guidelines* (“the Guidelines”) to handle matters related to the secondment of its faculty members.

Article 2 The term “secondment” herein shall refer to the temporary transfer of faculty members between the University and a government agency, public/private educational institution, public research institute, public/private for-profit organization, foundation, legal person, or civic association due to special needs. Faculty members on secondment shall serve in a full-time capacity at the target agency/organization.

Secondment to a foundation, legal person, or civic association is only permitted on the premise that such secondment is conducive to the development of the University, that the target foundation, legal person, or civic association is in close collaboration with the university, AND that its organizational charter has been approved by the government.

Article 3 Each period of secondment may last up to four years. However, if a faculty member is to assume a position with a predetermined term of office that is longer than four years, said term of office shall prevail. Faculty members may submit another secondment request following the conclusion of their current period of secondment.

Each faculty member may be on secondment for a total of eight years throughout their term of appointment at the University. Faculty members shall apply for unpaid leave while on secondment.

Article 4 To submit a secondment request, faculty members must possess the necessary skills or have taught courses in a field related to the target agency/organization’s special official needs, and they must have the qualifications for the position offered by the target agency/organization, pursuant to the *Basic Code Governing Central Administrative Agencies Organizations*.

Article 5 Faculty members’ requests for secondment to and from the University shall be reviewed by the competent department-level faculty evaluation committee and presented to the NCHU President for approval in accordance with internal administrative procedures.

The competent department-level faculty evaluation committee, as described in the preceding paragraph, shall consider the workload of other faculty members, the teacher-to-student ratio, and the current faculty quota when reviewing secondment requests.

Article 6 Faculty members on secondment to another agency/organization may be required to return to the University to advise students or offer courses without remuneration. Matters related to their teaching hours shall be negotiated between themselves and their affiliated department, graduate institute, office, or center.

Faculty members on secondment to another agency/organization may be exempt from the teaching hour requirements described in the preceding paragraph if the target agency/organization offers the University a secondment fee of greater than 1.5 times the amount of the faculty member’s monthly remuneration at the University. Matters related to faculty members’ seniority and other rights and interests shall be subject to the applicable regulations.

Once their secondment request is approved by the University, full-time faculty members shall be relieved of any adjunct administrative duties upon the effective date of their secondment.

Article 7 Full-time faculty members with no adjunct administrative duties may request secondment to fill a full-time teaching or research position in a for-profit organization as part of an academia-industry collaboration project.

The University shall sign a collaboration contract with for-profit organizations described in the preceding paragraph, and the Contract shall stipulate that the for-profit organization shall pay the University an appropriate amount of academic development fees to be added to the NCHU Endowment Fund.

Regulations governing the academic development fees referenced in the preceding paragraph shall be formulated separately by the Office of Research and Development.

Article 8 Faculty members who are seconded to NCHU from another institution shall be entitled to the same rights and be bound by the same obligations as full-time faculty members of the University, including the right to vote and stand for elections. Such faculty members shall be eligible to serve as ex officio or elected members on committees and shall be bound by any laws and regulations applicable to full-time and part-time faculty members at the University.

Article 9 A newly established department, graduate institute, or college may appoint a faculty member seconded from another institution to serve as acting chair, director, or dean. However, once the secondment period concludes, the academic unit shall appoint an official chair, director, or dean in accordance with the applicable selection regulations.

A teaching certificate-holding faculty member (research fellow) from another agency/ organization who is seconded to NCHU to serve as a top-level director in an adjunct capacity may directly be reviewed by the NCHU Faculty Evaluation Committee in accordance with internal administrative procedures, provided that the secondment has been passed by a majority vote in the competent department (graduate institute) affairs meeting. The provisions of Article 5 herein shall not apply.

Article 10 (Deleted)

Article 11 These Guidelines and any amendments made hereto shall be implemented upon approval by the Administrative Meeting.