

# NATIONAL SUN YAT-SEN UNIVERSITY

## Institute of Political Science Regulations for Faculty Promotion Evaluation

Approved by the 3<sup>rd</sup> College of Social Sciences Faculty Evaluation Committee Meeting on December 21, 2000, School Year 89.

Approved by the 4<sup>th</sup> Institute General Meeting and Faculty Evaluation Committee Meeting on November 28, 2000, 1<sup>st</sup> Semester of School Year 89.

Approved by the 8<sup>th</sup> Institute General Meeting on January 8, 2002, 1<sup>st</sup> Semester of School Year 90.

Approved by the 3<sup>rd</sup> Institute Faculty Evaluation Committee Meeting on June 16, 2002, 2<sup>nd</sup> Semester of School Year 90.

Approved by the 11<sup>th</sup> College of Social Sciences Faculty Evaluation Committee Meeting on July 24, 2002, School Year 91.

Amended and approved by the 6<sup>th</sup> Institute General Meeting and 3<sup>rd</sup> Faculty Evaluation Committee Meeting on June 15, 2004, School Year 92.

Amended and approved by the 8<sup>th</sup> College of Social Sciences Faculty Evaluation Committee Meeting on June 16, 2004, School Year 92.

Amended and approved by the 9<sup>th</sup> Institute General Meeting and 7<sup>th</sup> Faculty Evaluation Committee Meeting on June 7, 2005, 2<sup>nd</sup> Semester of School Year 93.

Amended and approved by the 7<sup>th</sup> College of Social Sciences Faculty Evaluation Committee Meeting on June 9, 2005, School Year 93.

- I. The present regulations are issued for faculty promotions of the Institute of Political Science (hereafter referred to as “the Institute”) in accordance with National Sun Yat-sen University (NSYSU) “Regulations for Faculty Promotion Evaluation.”
- II. Applicants must submit relevant documents to the Institute Faculty Evaluation Committee within the time set by the university and the college. Late submissions will not be accepted.
- III. Faculty promotion evaluation procedures:
  - A. The institute director is the convener of Faculty Evaluation Committee.
  - B. The Faculty Evaluation Committee must comprise of at least three members. When there are not enough members, the Institute General Meeting may invite relevant departments of NSYSU or faculty members from outside of NSYSU to fulfill the responsibility.
  - C. At least two-thirds of the members must attend for a meeting to convene. Voting is done anonymously with two-thirds of supporting vote by the attendees as passing vote.
  - D. In accordance with the Institute’s Regulations for Faculty Promotion Evaluation, when the Institute Faculty Evaluation committee is conducting an initial evaluation, publications of promotion applicants must be submitted to the college to conduct external review with three suitable academic experts. The external reviewers are selected by the college dean from a list of at least seven experts with sufficient professional abilities from outside of NSYSU as recommended by the Faculty Promotion Evaluation Committee (the college dean may make additions to the recommendation list) and are reported to the president to appoint three as committee members. The results of external review will be returned to the Institute Faculty Evaluation Committee for the initial evaluation.

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 Faculty Evaluation Committee for a secondary evaluation.

- E. Teaching and service performance scoring for faculty promotion evaluation is done according to the standards set by the college.

IV. The Institute's faculty promotion evaluations are based mainly on academic research in accordance with Article III of the College of Social Sciences Regulations for Faculty Promotion Evaluation. Applicants of all levels must meet the following requirements in the last five years:

- A. For associate professors promoting to professors:

An applicant must have over three years of experience as an associate professor or hold a PhD degree or equivalent. The applicant must also have participated in research projects, professional services, or occupation within their own discipline for eight years with resulting creations, innovations, publications, or significant academic contributions. An applicant must meet the following five requirements:

1. An applicant received Ministry of Science and Technology (MOST) Group A research project subsidy or three the MOST subsidies for research project investigators.
2. An applicant published a thesis in a SSCI journal.
3. An applicant published one book of academic value with an anonymous review system.
4. An applicant published, as the sole author, four journals or chapters with anonymous review systems.
5. An applicant published three theses in TSSCI journals.

- B. For assistant professors promoting to associate professors:

An applicant must have over three years of experience as an assistant professor or hold a PhD degree or equivalent. The applicant must also have participated in research projects, professional services, or occupation within their own discipline for four years with outstanding performances. The applicant must meet the following five requirements:

1. An applicant received Ministry of Science and Technology (MOST) Group A research project subsidy or two the MOST subsidies for research project investigators.
2. An applicant published a thesis in a SSCI journal.
3. An applicant published one book of academic value with an anonymous review system.
4. An applicant published, as the sole author, three journals or chapters with anonymous review systems.
5. An applicant published two theses in TSSCI journals.

Applicants must provide relevant documents of proof if necessary for the promotion evaluation process.

- C. Applicants dissatisfied with the evaluation results of the faculty evaluation committee may file appeals to the university in accordance with "NSYSU Guidelines for Organization and Appraisal of Faculty Appeal Appraisal Committee." Applicants may also use the following procedures to file appeals. Applicants dissatisfied with the results of initial evaluation may file an appeal to the College Faculty Evaluation Committee through written notice within fifteen days after receiving the results. If the College Faculty Evaluation Committee finds the appeal reasonable, the

application is returned to the Institute Faculty Evaluation Committee for re-evaluation. If an applicant is dissatisfied with the results of Institute Faculty Evaluation Committee and has already filed an appeal with NSYSU Appeal Committee, the applicant is not permitted to file another appeal with the Faculty Evaluation Committee. Appeals under review by a Faculty Evaluation Committee meeting must be discontinued if an appeal is filed with the NSYSU Appeal Committee.

- V. Matters unaddressed in the Institute Regulations for Faculty Promotion Evaluation shall be handled in accordance with Article III of the College of Social Sciences Regulations on Faculty Promotion Evaluation and other relevant regulations.
- VI. The present guidelines shall be implemented following approvals of meetings of Institute Faculty Evaluation Committee, institute general meetings, and meetings of College of Social Sciences Faculty Evaluation Committee. The same procedure shall be carried out when amendments are to be made.