

(English Translation)

**National Sun Yat-sen University**

**Implementation Plan for the Recruitment of Foreign Teaching Faculty**

Approved by University Faculty Evaluation Committee No. 383 dated 2016.11.30

Revised and Approved by University Faculty Evaluation Committee No. 389 dated 2018.10.18

1. The Plan is made by National Sun Yat-sen University (hereinafter referred to as "the University") in accordance with "The Principles of Recruiting Teaching Faculty, Researchers and Personnel with National University Funds" for the purpose of teaching and conducting research.
2. The foreign teaching faculty (hereinafter referred to as "the Personnel") referred to in this Plan is defined as contracted faculty holding a foreign nationality, who are employed using the money from the university fund raised by the university itself for the purpose of lectures taught in English (including academic research).
3. The recruitment of the Personnel should be made in accordance with the principles of fairness, just virtues, and openness. In addition, the Personnel should fulfill the following terms and conditions:
  - (1) Has the knowledge required for the position concerned.;
  - (2) Does not fit into any of the circumstances that should not be employed as an educator as provided in the "Act of Governing the Appointment of Educators."
  - (3) Has the correct sense of morality.
4. The Employment Agreement of the Personnel should make written agreement contained with the following terms:
  - (1) Term of employment.
  - (2) Job description.
  - (3) Salary for the term of employment.

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(4) Liability for breaching the employment agreement.

(5) Others, if necessary.

5. The Academic Unit having one of the following conditions may recruit foreign teaching faculty:

(1) If there is a need for the unit to have lectures taught in English.

(2) If there is a need to assist university-wide or interdisciplinary lectures taught in English and upon approval.

The Academic Unit may give priority to employing the preceding faculty who meet the need to establish an international teaching environment for international students, and who are capable of introducing international instructional resources and encouraging cooperation.

Before employing the foreign teaching faculty, the Academic Unit should fill out the relevant application forms and attach the following documents. The employment should be finalized after the review procedure.

(1) The certificate of the highest educational degree of the applicant.

(2) A document demonstrating the minimum qualifications for the position concerned.

(3) Other supporting documents.

6. The Academic Unit of every College (Center) may, in accordance with the following procedure, recruit foreign teaching faculty within 10% of the number of the incumbent full-time teachers as a principle:

(1) Initial Recruitment Procedure:

a After the approval of the College (Center) Faculty Evaluation Committee, the recruitment of the Personnel should be referred to the New Teacher

Recruitment Committee for review. After the approval of the review by the New Teacher Recruitment Committee, the specialized publications of the Personnel should be submitted for external review, the result of which should be referred to the College (Center) and the University Faculty Evaluation Committee for approval. The Personnel may be employed after the aforementioned procedure, and the teacher certificate should be issued accordingly. Under the circumstance that the Personnel already has a teacher certificate, his/her publication may not be needed in the submission for review.

b The number of the Committee for the review of the specialized publication in the preceding paragraph should apply, *mutatis mutandis*, the regulation regarding the full-time teachers' submission for review of the specialized publications.

## (2) Review of the Foreign Academic Credentials:

If an applicant submits a foreign academic degree or diploma for qualifications screening, it should be made in accordance with the "Accreditation Regulations Governing Teacher Qualifications at Institutions of Higher Education"; the recognition of admission requirements, school of graduation, academic program, duration of study, and non-recognition situations of the applicant's degree or diploma is *mutatis mutandis* subject to the "Regulations Governing the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education", "the Regulations Governing the Accreditation of Schools in Mainland China", "the Academic Credential Verification and Accreditation Methods Adopted in Hong Kong and Macao", or "the Regulations Governing the Assessment and Recognition of Foreign Academic Credentials for Junior Colleges".

## (3) Term of Employment:

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In principle, the term of employment for the Personnel is 3 years; however, the employment agreement should be renewed annually upon the approval of the Employing Unit after the evaluation. If the Personnel fails in the evaluation and does not improve within the time specified by the Employing Unit, the Employing Unit may terminate the employment agreement.

(4) The standard for evaluation should be made by each College (Center).

7. If the Personnel participate in the selection of a certified full-time teacher, it should be made in accordance with the procedure for a newly-recruited teacher, except for the submission for specialized publications (exempted).
8. The basic teaching hours for the Personnel should be made in accordance with the full-time teacher; while the Personnel participate in the research or program, the teaching hours may be reduced by 3 hours (maximum) at the discretion of the University.
9. Unless otherwise provided in this Plan, the qualifications, terms and conditions and the rights and obligations of the Personnel should be made in accordance with "The Principles of Recruiting Contracted Teaching Faculty and Researchers" of the University.
10. This Plan is approved by the University Faculty Evaluation Committee and will be implemented after being ratified by the Principal. This Plan is subject to review and revision after 3 years of implementation.