

Enforcement Rules for the Nomination, Appointment, and Dismissal of the Department Chair of the Department of Law, National Chung Hsing University

Passed in the Joint Meeting of the Department of Finance and Economics Law and the Institute of Technology Law on October 15, 2009.

Amended and passed in the 19th Department Affairs Meeting on January 19, 2012 (Articles 2, 3, and 4).

Amended and passed in the 36th Department Affairs Meeting on June 18, 2013 (Article 4).

Amended and passed in the 45th Department Affairs Meeting on April 15, 2014 (Articles 8 and 10).

Amended and passed in the 60th Department Affairs Meeting on May 28, 2015 (Articles 3, 4, 6, 8, and 10).

Amended and passed in the 108th Department Affairs Meeting on May 28, 2019 (Full text).

Amended and passed in the 118th Department Affairs Meeting on June 9, 2020 (Article 4).

Amended and passed in the 450th Administrative Meeting of the University on August 31, 2022 (Article 4).

Article 1 These Enforcement Rules are formulated in accordance with the "Directives for the Nomination and Dismissal of Department and Institute Directors at National Chung Hsing University College of Law."

Article 2 At least three months prior to the expiration of the current department chairperson's term, the current chairperson or acting chairperson shall convene a Department Affairs Meeting to form a Nomination Committee (hereinafter referred to as the "Nomination Committee") responsible for the selection of the successor. In special circumstances, when absences are approved by the principal upon request, the schedule shall not be subject to these limitations.

Article 3 The structure and responsibilities of the Nomination Committee:

1. The Nomination Committee shall consist of at least five members, which may include distinguished scholars from outside the department. After discussion in the Department Affairs Meeting, a list of candidates for committee members will be put to a vote by the full-time faculty members. The convener of the committee shall be elected by the members. If a committee member is a candidate for the position, they will automatically lose their eligibility for the committee.
2. The responsibilities of the Nomination Committee include: recommending and accepting candidates, establishing evaluation criteria and forms, reviewing candidates' qualifications, announcing the list of candidates, setting the election date, conducting the election, fill out and submit the nomination recommendation form, etc.
3. The Nomination Committee must recommend one to three candidates for the position of department chairperson to the College Dean at least two months prior to the expiration of the current department chairperson's term, for the Dean to submit to the President for appointment. If the vacancy arises due to

special circumstances, the time limit for submission may be adjusted with the President's approval.

4. The Nomination Committee shall dissolve automatically after the President appoints the new department chairperson.

Article 4 The qualifications for candidates for department chairperson are as follows:

1. Must be a qualified full-time professor or associate professor of the department, or a qualified associate professor or higher from outside the department who has been endorsed by more than half of the department's full-time faculty members, and must not have been disciplined by the university's Faculty Evaluation Committee for violating academic ethics.
2. The candidate must meet at least one of the following conditions, with publications meeting the university's "Faculty Promotion Review Standards and Criteria for Submission of Works for Promotion Review":
 - (1) At least three papers published in international journals recognized by the College of Law and Politics within the past five years (as the first author or corresponding author) or at least two papers in level-one journals or equivalent edited volumes recognized by the National Science and Technology Council (NSTC) in the past five years.
 - (2) Has led a NSTC research project for at least two years in the past five years.
 - (3) Has received the university-level excellence award for teaching or service in the past five years.

Article 5 The process for selecting department chairperson candidates:

1. Full-time faculty members who meet the qualifications for the position of department chairperson may express their candidacy in writing, either voluntarily or in response to the Nomination Committee's inquiry.
2. Faculty members from other departments or universities who are qualified associate professors or higher may be nominated if endorsed by more than half of the department's full-time faculty members and have agreed in writing to stand for election.

If no candidate emerges through the above process, all full-time faculty members who meet the qualifications will be considered candidates. However, if the current department chairperson expresses in writing that they do not wish to seek re-election, they will not be included in the process.

Candidates for department chairperson may submit a written statement outlining their views on the department's affairs and future development.

Article 6 The election procedure for department chairperson:

1. A public election will be held for the list of qualified candidates reviewed and recommended by the Nomination Committee, with the votes to be counted on the same day as the election.
2. Full-time faculty members of the department are eligible voter.
3. A valid election requires more than half of the eligible voters to participate. The election will be conducted by anonymous written ballots.
4. The Nomination Committee may recommend one to three candidates with the highest vote counts to the College Dean, who will then submit them to the President for appointment. If the vacancy arises due to special circumstances, the schedule for submission may be adjusted with approval from the President.

Article 7 If the department encounters difficulties in nominating a department chairperson, the convener of the Nomination Committee, the current department chairperson, or the acting department chairperson shall report the reasons for the difficulties to the College Dean, who will then recommend an appropriate candidate to the President for appointment.

Article 8 The term of the department chairperson is two years, beginning on August 1. Re-election is allowed for a consecutive term. During the term of the Department Chair, if special circumstances arise, the Dean may refer the matter to a subordinate authority for deliberation. Alternatively, upon the co-signature of a motion of incompetence by no less than one-half of the departmental council representatives, the Dean shall convene a departmental council meeting. If the motion is approved by no less than two-thirds of all departmental council representatives, the Dean shall submit a formal request to the President to remove the department chairperson from their administrative position, and a new selection process shall be conducted in accordance with the relevant regulations.

Article 9 Any matters not covered by these guidelines shall be handled in accordance with the relevant laws, regulations issued by the Ministry of Education, and related rules of the university.

Article 10 These guidelines shall be implemented after being passed by the Department Affairs Meeting and the College Dean's approval. Any amendments shall follow the same procedure.

In case of any dispute, the explanation should be based on the Chinese version.