

Directives for the Establishment of the Faculty Review Committee of the Department of Law, National Chung Hsing University

Passed in the 46th Department Affairs Meeting on July 8, 2010
Amended in the 36th Department Affairs Meeting on June 18, 2013 (Articles 2 and 6)
Amended in the 42nd Department Affairs Meeting on January 14, 2014 (Articles 2, 6, and 8)
Amended in the 52nd Department Affairs Meeting on November 11, 2014 (Articles 1 to 8)
Amended in the 114th Department Affairs Meeting on December 10, 2019 (Article 6)
Amended in the 145th Department Affairs Meeting on October 11, 2022 (Articles 2 and 5)
Amended in the 163rd Department Affairs Meeting on January 2, 2024 (Article 6)

Article 1 These Directives are formulated in accordance with Article 7 of the "National Chung Hsing University Department (Institute) Teacher Evaluation Committee Organizational Regulations."

Article 2 The Faculty Review Committee of the Department of Law, National Chung Hsing University (hereinafter referred to as the "Department Faculty Review Committee") shall consist of at least five members, with the maximum number determined by the Department. Professors must constitute at least two-thirds of the total membership and no fewer than five members. The Committee shall be composed of the following:

- (1) **Ex-officio Member:** The Department Chair (also serving as the convener).
- (2) **Elected Members:** Members shall be elected by full-time faculty members (lecturers or higher ranks) of the Department from among eligible professors and associate professors. If the number of eligible professors within the Department is insufficient, the remaining positions shall be filled by selecting professors from related departments, institutes, offices, centers, or degree programs within or outside the University, or by researchers with equivalent qualifications from domestic research institutions. These selections must be approved by the Department Affairs Meeting and submitted to the University President for appointment. The term of office for elected members is one year, with eligibility for reelection.
- (3) The method for election or selection shall be approved by the Department Affairs Meeting and submitted to the convener of the College Faculty Review Committee for record-keeping.

Committee members must not have been disciplined by the University Faculty Review Committee for violations of academic ethics. The qualifications for elected members outlined in Subparagraph (2) above shall meet one of the following criteria:

- (a) In the past five years, the member has authored at least two legal research articles published in Tier 1 journals or international journals recognized by the National Science and Technology Council (NSTC), or has published at least two books through a peer-reviewed publishing entity, as approved by the Department Faculty Review Committee.
- (b) In the past five years, the member has served as the principal investigator of a personal research project funded by the NSTC for at least two years.

If the Department Chair does not meet the qualifications for an elected member, the Committee shall elect one member to serve as the convener.

When the Department Faculty Review Committee evaluates cases involving faculty of a higher rank, faculty of a lower rank shall not be included in the quorum or participate in the evaluation of qualifications for the higher rank.

When reviewing cases of new appointments, promotions, reappointments, extensions of service, dismissals, suspensions, or non-renewals, the Committee must have at least five voting members. If the number of eligible members is insufficient, the Department Affairs Meeting shall recommend additional candidates (who must meet the qualifications outlined in Paragraph 2, Subparagraph 3) for approval by the College Dean.

Article 3 The Committee shall meet at least once per semester, with additional meetings convened as necessary.

Article 4 The Committee is responsible for reviewing the following matters:

1. Appointment and term of service for full-time and part-time faculty.
2. Promotion and reappointment of full-time and part-time faculty.
3. Termination, dismissal, or non-renewal of contracts for full-time and part-time faculty.
4. Other important faculty evaluation matters, including teaching, research, continuing education, extension of service, dismissal, violations of faculty duties, etc. (However, teaching or research within a month or during winter or summer breaks may be processed through administrative procedures and submitted to the President for approval).
5. Matters proposed by the President or Dean.

The evaluation of research staff, except for the extension of service, shall be handled in the same manner as faculty evaluations.

Article 5

1. Faculty appointments and terms must be reviewed and approved by the Committee, and then forwarded to the college-level evaluation committee for recommendation.
2. Faculty promotions and reappointments must be reviewed and approved by the Committee, and then forwarded to the college-level evaluation committee for recommendation.
3. Other important faculty evaluation matters and those proposed by the President shall be reviewed by the Committee according to the Department's needs and related regulations, and, upon approval, handled according to the relevant regulations.

Article 6 Each member of the Committee must attend in person. However, in cases of conflicts of interest, such as personal relationships (e.g., faculty-student relationships, blood or marital relations within three degrees, co-authorship, or academic collaboration), the member must voluntarily recuse themselves. If a member does not voluntarily recuse themselves under the aforementioned circumstances, the Chairperson shall, upon resolution by the Committee, request the member to recuse themselves.

If a member fails to voluntarily recuse themselves despite the existence of the aforementioned conditions, or if there is concrete evidence indicating the potential for bias in their review of a case, the concerned party may petition the Committee to have the member recused, stating the reasons and facts supporting the request. Members subject to recusal shall abstain entirely from participating in the relevant case and shall not be counted toward the quorum for voting.

The Committee may, as necessary, invite relevant individuals to attend meetings to provide reports or explanations.

Article 7 Matters not covered in these Directives shall be handled in accordance with relevant laws and the applicable regulations of the University.

Article 8 These Directives shall be implemented after being passed by the Department Affairs Meeting and subsequent ratification by the Dean. The same procedure shall apply to any amendments.

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