

YZU Regulations for Adjunct Faculty And Jointly-Appointed Faculty Applying for Teacher's Accreditation Review

Passed by the 3rd Faculty Evaluation Committee of School of the 2nd Semester of the 1998 School Year, April 23, 1999

Amended by the 23rd Administrative Committee of the 2015 School Year, July 20, 2016

Amended by the 11th Administrative Committee of the 2016 School Year, December 28, 2016

Amended by the 5th Administrative Committee of the 2019 School Year, October 9, 2019

Amended by the 6th Administrative Committee of the 2022 School Year, October 12, 2022

Article 1 These regulations are established by Yuan Ze University (hereafter, 'the University') to process the applications of adjunct faculty and jointly-appointed faculty for the accreditation review.

The previous application refers to the faculties with master's or doctoral degrees who submit their diplomas for accreditation review.

Article 2 In addition to complying with the provisions of Paragraph 1 of Article 16, and Paragraph 1 of Article 16-1, of "Act Governing the Appointment of Educators", faculties who submit for accreditation review shall also meet the following requirements:

1. Adjunct faculties:

- (1) Those who hold a valid appointment and have the fact of teaching for the current semester;
- (2) Those who have been teaching for two semesters at least (not including the summer session), who are scheduled to teach at least one credit during each semester, and the total credits of teaching shall be more than twelve credits. If adjunct faculties' teaching at the University is interrupted, and the interruption lasts for two consecutive semesters or more, the credits earned before the interruption cannot be counted toward the total credits;
- (3) The nature of representative work submitted for accreditation review shall be related to the subjects taught by the faculty; those applying for accreditation review as a Lecturer pursuant to Paragraph 1 of Article 16 of "Act Governing the Appointment of Educators" may be exempt from submitting specialized publications or works.

2. Jointly-appointed faculties:

- (1) The fields of newly hired and jointly-appointed faculties shall be consistent with the University's development of relevant programs;
- (2) Those who have been teaching for one school year at least and are scheduled to teach at least four credits, if their teaching at the University is interrupted, and the interruption lasts for one school year or more, the credits earned before the interruption cannot be counted toward the total credits;
- (3) The nature of representative work submitted for accreditation review shall be related to the subjects taught by the faculty; those applying for accreditation review as a

Lecturer pursuant to Paragraph 1 of Article 16 of “Act Governing the Appointment of Educators” may be exempt from submitting specialized publications or works.

For jointly-appointed faculties who meet the qualifications for accreditation review as a Lecturer under Paragraph 3 of Article 16, or Paragraph 3 of Article 16-1, of “Act Governing the Appointment of Educators”, the submission of specialized works for review shall be regulated by each college and submitted to Faculty Evaluation Committee of School for review in addition to be pursuant to the provisions of the preceding Paragraph 2.

Article 3 Adjunct faculties and jointly-appointed faculties applying for teacher accreditation review shall submit the following documents:

1. A Teacher Accreditation Application and Resume Form;
2. A qualification checklist for teacher accreditation review;
3. An application form of Teacher’s Certificate for adjunct faculties or jointly-appointed faculties;
4. Diploma of highest academic degree;
5. Specialized publications or works within the past five years (for those submitting dissertations for accreditation review, there is no restriction on the publication date of works within the past five years);
6. Results of teaching evaluation.

Adjunct faculties applying for accreditation review as a Lecturer pursuant to Paragraph 1 of Article 16 of “Act Governing the Appointment of Educators” may be exempt from submitting specialized publications or works within the past five years.

Jointly-appointed faculties shall provide records of advice, guidance, and other services in addition to the required documents mentioned in the preceding Paragraph 1.

Article 4 The process for the University’s adjunct faculties and jointly-appointed faculties applying for teacher accreditation review will be handled as the followings:

1. Adjunct faculties and jointly-appointed faculties applying for teacher accreditation review shall submit their applications to the affiliated department (graduate school, center, office, group of majors or majors within the same field).
2. After receiving applications, each department (graduate school, center, office, group of majors or majors within the same field) shall engage in the qualification review. For those faculties who have passed the qualification review, their specialized publications or works shall be sent by each department (graduate school, center, office, group of majors or majors within the same field) to three external reviewers who are scholars or academic professionals for further review. Each department (graduate school, center, office, group of majors or majors within the same field) shall set up regulations and design forms regarding the choice of external reviewers, the criteria for being considered as passing the review, and the opinions of external reviewers.

3. After completing the external review process, each department (graduate school, center, office, group of majors or majors within the same field) shall attach the review documents and submit them to Faculty Evaluation Committee of Department, College, and School for review.

Article 5 The accreditation review submitted by adjunct or jointly-appointed faculties which is passed by Faculty Evaluation Committee of School shall be reported to the Ministry of Education before the end of February or August each year to be aligned with the schedule of a semester.

Article 6 These regulations are adopted by Administrative Committee Meeting, as shall amendments when they are made.

The English translation is for reference only. In case of any discrepancy between Chinese version and English version, the Chinese version shall prevail.