

NATIONAL SUN YAT-SEN UNIVERSITY

Department of Mechanical and Electromechanical Engineering Regulations for Establishment of Faculty Evaluation Committee

Approved by the 9th Department General Meeting on May 24, 2000, School Year 68.

Approved by the 5th Department General Meeting on January 15, 2003, School Year 91.

Approved by the 3rd Department General Meeting on November 30, 2005, School Year 94.

- I. “Department of Mechanical and Electromechanical Engineering Regulations for Establishment of Faculty Evaluation Committee” are specifically issued in accordance to Article LVIII of National Sun Yat-sen University’s Organizational Bylaws.
- II. The department’s Faculty Evaluation Committee (hereafter referred to as “the Committee”) shall handle all matters relating to faculty appointments, appointment terms, promotions, temporary appointment terminations, permanent appointment terminations, reappointments, service extensions, transfers, lectures abroad, research, personal advancements, research leaves, salary bonus, and other matters in accordance with relevant regulations.
- III. The Committee is convened by the department chair. All faculty members in assistant professor or higher positions must select through anonymous voting eight full-time professors (not including the department chair) to be committee members. Each division of the department must be represented by at least one committee member (department chair not included). Committee members are appointed to serve for one year (in conjunction with a school year) and may be reappointed if reselected.
- IV. Committee meetings are held irregularly as needed. To convene, a meeting must have at least two-thirds of the committee members personally attending—proxies for the members are not permitted. Matters discussed are approved only with approvals of two-thirds of the attending members.
- V. The Committee may invite relevant personnel to attend meetings for clarification and explanation.
- VI. Committee members must avoid attending meetings discussing matters with conflicts of interests. If a faculty member in discussion has sufficient proof that a certain committee member has biased opinion towards the case, the faculty member may apply for the committee member to be recused from the relevant meetings. Recused committee members are not included in the calculation for the number of required attendees.
- VII. The present regulations shall be implemented following approvals of institute general meetings and the College of Engineering’s Faculty Evaluation Committee. The same procedure shall be carried out when amendments are to be made.