

National Sun Yat-sen University
Department of Computer Science and Engineering of the
College of Engineering
Implementation Directions for Appointment, Reappointment,
and Removal of Chairman

Established at the Department General Meeting on June 27, 2001
Amended and approved at the Department General Meeting on March 31, 2004
Amended and approved at the Department General Meeting on June 7, 2006
Amended and approved at the Department General Meeting on May 16, 2007
Amended and approved at the Department General Meeting on June 20, 2007
Amended and approved at the Department General Meeting on April 30, 2013
Ratified by the President on May 15, 2013

- I. The Implementation Directions for Appointment, Reappointment, and Removal of the Chairman (hereinafter referred to as “the Implementation Directions”) are formulated in accordance with the “Implementation Directions for Appointment, Reappointment, and Removal of Academic Executives at All Levels of National Sun Yat-sen University” (hereinafter referred to as “NSYSU”).
- II. A selection committee is formed according to the “Regulations for Committee Structure and Duties of the Department of Computer Science and Engineering” (hereinafter referred to as “the Department”) to appoint the chairman and approve voting matters. A committee member who wish to be a candidate for the election shall activity avoid participating in relevant matters.
- III. The selection committee shall complete the administrative procedures to ask for an approval from the President in order to initiate the process of appointing a new chairman four months prior to the end of the current chairman’s term.
- IV. The selection committee shall select up to three professors as candidates three months prior to the end of the current chairman’s term or when the post is vacant within one month. The list of candidates shall be submitted to the Department General Meeting for voting.
- V. The chairman of the Department must meet the following academic requirements:
 1. To conduct at least one research project of the Ministry of Science and Technology in each of the last three years.
 2. To publish at least one paper in a SCIE-indexed journal in the last three years.
- VI. The selection committee shall notify full-time faculty members of the Department of the list of candidates and election date, time, and location at least one week prior to the election.
- VII. A vote will be held after having an approval of the chairman. The selection

committee shall prepare separate ballots for each candidate and then full-time faculty members of the Department may vote on each candidate.

VIII. A voter shall cast ballots right after picking them up within the specified period of time.

IX. If a voter cannot vote within the specified period of time, the voter is allowed to pick up ballots in advance and vote by mail. The ballots shall be delivered to the office of the Department prior to the vote counting process.

X. When voting is finished, the vote counting process shall be completed at the Department General Meeting. The result will be submitted to the dean of College of Engineering. The dean shall submit a list of candidates who received more than half of the valid votes to the president who will appoint one of them as the chairman.

XI. If no candidates receive more than half of the votes, the selection committee shall re-nominate candidates within one month. When no candidate received more than half of the votes in the second election, the selection committee shall provide a list of the two candidates who received the largest number of votes to the dean of College of Engineering. The dean shall submit the list to the president who will appoint one of them as the chairman.

XII. Matters not stated in the Implementation Directions shall be handled according to the "NSYSU Implementation Directions for Appointment, Reappointment, and Removal of Academic Executives."

XIII. The Implementation Directions become effective after being approved at the Department General Meeting and submitted to the President for ratification. Amendments to the Implementation Directions shall follow the same procedure.