

**NATIONAL CHUNG HSING UNIVERSITY COLLEGE OF SCIENCE**  
**Directives for Selecting and Dismissing the Chair of the Department of Applied Mathematics, Director of the Graduate Institute of Statistics, and Director of the Graduate Institute of Data Science and Information Computing**

January 10, 2017 Amended by the Department Affairs Meeting  
March 19, 2009 Amended by the Department/Graduate Institute Affairs Meeting  
April 15, 2010 Amended by the Department/Graduate Institute Affairs Meeting  
January 10, 2013 Amended by the Department/Graduate Institute Affairs Meeting  
June 13, 2013 Amended by the Department/Graduate Institute Affairs Meeting  
August 13, 2013 Amended by the Department/Graduate Institute Affairs Meeting  
January 9, 2014 Amended by the Department/Graduate Institute Affairs Meeting  
January 14, 2015 Amended by the Department/Graduate Institute Affairs Meeting  
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December 30, 2020 Passed by the Department/Graduate Institute Affairs Meeting  
**February 23, 2023 Passed by the Department/Graduate Institute Affairs Meeting**

- Article 1 The Department of Applied Mathematics, Graduate Institute of Statistics, and Graduate Institute of Data Science and Information Computing (collectively, “the Department/Graduate Institutes”) have formulated the *Directives for Selecting and Dismissing the Chair of the Department of Applied Mathematics, Director of the Graduate Institute of Statistics, and Director of the Graduate Institute of Data Science and Information Computing* (“the Directives”) in accordance with the National Chung Hsing University (“the University”) College of Science (“the College”) *Directives for Selecting and Dismissing Department/Graduate Institute Heads*.
- Article 2 The current head of the Department/Graduate Institutes shall inform the Department/Graduate Institutes in order to initiate the selection process for their successor three months before the end of their term or upon resignation. The Department/Graduate Institutes shall then request the College dean to establish a Selection Committee (“the Committee”) to handle the selection process.
- Article 3 Establishment and responsibilities of the Committee:
- (1) The Department/Graduate Institute Committee shall consist of at least five members, elected by the Department/Graduate Institute Affairs Meeting from among full-time faculty members at the rank of instructor or above.
  - (2) The Committee is responsible for organizing and conducting the selection process, including holding discussion forums when necessary.
  - (3) If a Committee member is nominated as a preliminary candidate for the Department/Graduate Institute head, they must resign from the Committee. A member shall also be removed from the Committee (subject to Committee confirmation) if they are:
    1. Unable to participate in the selection process due to personal reasons.
    2. Related to a candidate by blood or marriage within three degrees of kinship, whether past or present.
    3. A thesis/dissertation advisor-student relationship with the candidate.If a Committee member continues to serve despite meeting any of the above conditions, or if there is concrete evidence of bias in their duties, their removal shall be decided by the Committee. Vacancies shall be filled by alternate members in the order of succession.
  - (4) The Committee shall publicly solicit, put forward, or accept nominations for preliminary candidates who meet the qualifications. After thorough consultation and review, the Committee shall nominate at least one candidate and submit their basic information to the Department/Graduate Institutes for election (relevant meetings require the presence of at least two-thirds of Committee members).
- Article 4 Candidate qualifications:
- (1) Candidates must hold the rank of associate professor or above at the University and must not have served two full terms as the head of the Department/Graduate Institutes.

- (2) Candidates must meet at least one of the following conditions, and their publications must comply with the University's *Faculty Member Promotion Evaluation Standards and Appointment and Promotion Publication Review Guidelines*:
1. Published at least three papers as the first or corresponding author in SCI-, SSCI-, or EI-indexed journals in the past five years.
  2. Served as the principal investigator of **National Science and Technology Council** research projects for at least three years within the past five years.
  3. Received a university-level award for excellence in teaching or service within the past five years.
- (3) Candidates must demonstrate academic achievements, service enthusiasm, impartiality, integrity, and administrative competence.
- (4) Candidates must not have been disciplined by the University Faculty Evaluation Committee for academic ethics violations.

Article 5 Candidates officially nominated by the Committee who accept the nomination shall be considered official candidates. Within one week of nomination, a secret ballot vote shall be conducted among full-time Department/Graduate Institute faculty members at the rank of instructor or above. A candidate is elected if they receive more than half of the votes. If no candidates receive a majority vote in the first round, the top two candidates shall proceed to a second round, where the candidate with the highest votes will be elected. The Committee shall provide the name of the elected candidate with their basic information for the Convening Committee members to sign a recommendation form and submit a list of one to three alternates to the College at least two months before the current Department/Graduate Institute Director's term concludes. The College dean shall then consult with the University President for the final appointment. Faculty members who are on temporary transfers, further studies, or leave may retain their voting rights.

Article 6 The head of the Department/Graduate Institutes shall serve a two-year term, with the appointment date determined according to the University's regulations. If special circumstances should arise during the term, or if a petition signed by at least half of the Department/Graduate Institute Affairs Meeting representatives may be used to propose a motion of incompetence, the College dean shall initiate a review by convening a Department/Graduate Institute Affairs Meeting. If at least two-thirds of the all representatives approve the motion, the College dean shall submit the decision to the University President for approval to dismiss the head and proceed with a new selection to be completed within one month.

Article 7 If the Department/Graduate Institutes are unable to carry out the selection process or encounter difficulties preventing the timely selection of a candidate, the College dean may recommend a candidate to the University President, who shall then directly appoint the Department/Graduate Institute head in accordance with relevant laws and Ministry of Education regulations.

Article 8 The Directives and any amendments made hereto shall come into effect upon approval by the Department/Graduate Institute Affairs Meeting and subsequent submission to and approval by the College.