

NATIONAL CHUNG HSING UNIVERSITY COLLEGE OF SCIENCE
Department of Applied Mathematics, Graduate Institute of Statistics, and
Graduate Institute of Data Science and Information Computing
Faculty Member Appointment and Promotion Regulations

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Chapter1 General Provisions

- 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 *Faculty Member Appointment and Promotion Regulations* (hereinafter referred to as “the Regulations”) in accordance with the National Chung Hsing University (hereinafter referred to as “the University”) *Faculty Member Appointment and Promotion Regulations*, *Faculty Evaluation Committee Organizational Charter of National Chung Hsing University Departments/Graduate Institutes*, *Guidelines for All Levels of Faculty Evaluation Committee Elections*, and National Chung Hsing University College of Science *Faculty Member Rank Change and Promotion Evaluation Regulations*.
- Article 2 The appointment and promotion of Department/Graduate Institute faculty members at all levels, unless otherwise specified by law, shall be carried out by the Department/Graduate Institute Faculty Evaluation Committee in accordance with the Regulations.

Chapter2 New Appointment

- Article 3 For new faculty member appointment, the convener shall appoint relevant faculty members to conduct an initial evaluation and submit the results to the Department/Graduate Institute Faculty Evaluation Committee for further deliberation.
- Article 4 New faculty member appointment, except for distinguished scholars described in Article 3, Paragraph 1 of the *National Chung Hsing University Faculty Member Appointment and Promotion Regulations*, shall require the approval of at least half of the Department/Graduate Institute faculty members before the application is submitted to the Faculty Evaluation Committee Meeting for approval.

Chapter3 Promotion

- Article 5 **(Deleted)**
- Article 6 Promotion eligibility: Faculty members applying for a promotion must meet the University’s regulations as well as the following conditions:
1. An assistant professor applying for a promotion to associate professor must have served as an assistant professor for at least three years, with excellent performance and specialized works.
 2. An associate professor applying for a promotion to professor must have served as an associate professor for at least three years, with excellent performance and specialized

works that meet the academic reward standards.

3. In principle, the years of service used in faculty member promotion evaluations are based on services offered at the University. Years of service at other schools may be partially counted (up to one year) upon approval by the Department Faculty Evaluation Committee. Periods of approved leave with or without pay are counted at half their duration, up to one year. For temporary transfers with continued teaching duties, a maximum of two years can be counted; periods without teaching may not be counted.

Article 7 The representative works used when applying for a promotion must be completed during the applicant's tenure at the University and published in domestic or international academic journals with rigorous review processes.

Article 8 Faculty members applying for a promotion must present their papers publicly (the content of their papers must be based on their representative works) on dates arranged by the Department/Graduate Institutes. If a faculty member needs to postpone their presentation due to a valid reason and receives approval from the head of the Department/Graduate Institutes to do so, a makeup presentation may be arranged. At least two-thirds of the committee members shall be present during the presentation.

Article 9 Promotions evaluations are performed based on the applicants' teaching, research, and service and collaboration results in accordance with the following standards:

1. Scoring ratios:
 - (1) Promotion to professorship: 30%, 50%, and 20% for teaching, research, and service and collaboration, respectively.
 - (2) Promotion to associate professorship: 30%, 40%, and 30% for teaching, research, and service and collaboration, respectively.
 - (3) The maximum score is 100. Scores with decimal places shall be rounded to the nearest whole number. An applicant may be recommended to the College Faculty Evaluation Committee if at least two-thirds of the committee members give the applicant a score of at least 70, and if the applicant meets the minimum research achievement index results.
2. Teaching evaluations:
 - (1) Teaching performance is evaluated by committee members, with scores ranging from 19 to 27 points, based on factors such as courses taught, teaching contributions, the teaching of core courses, teaching evaluations, and improvement measures (including teaching process and reflection). If the score given by a committee member deviates by ± 4 points from the average score given by all the committee members, that member's score will be adjusted to the average score.
 - (2) Teaching materials authored while serving at the University that receive first, second, or third place awards from the Ministry of Education are awarded 5, 4, and 3 points, respectively. Other teaching materials (which must include a table of content and page count; be original works; have complete contents; and have been printed for general use by students) are awarded 1 to 3 points, provided that they are approved by the Department/Graduate Institute Faculty Evaluation Committee.
 - (3) Faculty members who have received the Outstanding Teaching Faculty Award during their current rank at the University will receive an additional 5 points.
3. Research evaluations:
 - (1) Academic specialized works submitted for reviews:
 - i. Must meet the Minimum Academic Research Achievement Index for Promotion or Rank Changes at the National Chung Hsing University Department of Applied Mathematics, Graduate Institute of Statistics, and Graduate Institute of Data Science and Information Computing.

- ii. Representative work evaluations:
- (i) Representative works must have been produced after obtaining the previous faculty rank and be accepted, published, or printed during the “effective dates” (i.e., while holding the current rank at the University). Effective dates are determined by relevant University regulations. Translation, discourse pieces, teaching materials, conference proceedings, unpublished research reports, abstracts, and works derived from theses/dissertations are not eligible as representative works. Applicants applying for a promotion to professor or associate professor must be the sole primary authors (i.e., corresponding or first author) of their representative works. If the primary authors cannot be identified, the works cannot be submitted as representative works. The submitted representative works must demonstrate the applicants’ independent research abilities and contributions.
 - (ii) The representative work score shall range from 2 to 10 points and shall be assigned by committee members based on the respective external review results and expert opinions. Representative works that are published in the top 50% SCI- or SSCI-indexed journals are awarded a score between 6 and 10 points.
 - (iii) The presentation score shall range from 3 to 5 points and shall be assigned by attending committee members based on the applicants’ presentation performance. The scores awarded by absent committee members are the average of the attending committee members’ scores.
- iii. Regarding reference publications, applicants may submit up to five reference publications for reviews. In principle, these publications must have been produced after obtaining the previous faculty rank and be accepted or published during the effective dates (i.e., while holding the current rank at the University). The publications must be published under the auspices of the University. If not, they may only be partially counted (up to two such papers permitted), with the effective dates determined by relevant University regulations. The scoring methods are as follows:
- (i) Publications in SCI- or SSCI-indexed journals are each awarded a score ranging from 3 to 12 points based on the percentile rankings of the journals within their respective fields: Top 30%: 6 to 12 points per paper; 30% to 70%, 4 to 7 points per paper; and 70% to 100%: 3 to 4 points per paper. The Department will provide updated and complete journal rankings to the Department/Graduate Institute Faculty Evaluation Committee to reference.
 - (ii) For other reference publications published in journals with a review system, they are awarded 1 to 3 points per paper (with a maximum total of 5 points). The scores awarded shall be determined by the Department/Graduate Institute Faculty Evaluation Committee after discussions.
 - (iii) Each patent shall be awarded 1 point.
 - (iv) For co-authored works, if the applicant applying for a promotion is the sole primary author (first or corresponding author), the score is calculated by applying a multiplier of 1.0 to the standard scoring listed in this subparagraph. If there are multiple primary authors, the score is multiplied by a multiplier of 0.8. For other cases, the applicants must provide their

contribution percentages for the respective papers as a reference for the Department/Graduate Institute Faculty Evaluation Committee. The committee will then apply the following multipliers: 0.1 to 0.7 for papers with three or more co-authors of the same or higher academic rank; and 0.4 to 0.7 for papers with two or fewer co-authors of the same or higher academic rank. For papers where the applicants are not the primary authors (neither corresponding nor first author), the total score cannot exceed 8 points.

- (v) Applicants seeking promotion who, within seven years prior to the application deadline for promotion at the Department/Graduate Institute, have received the National Science and Technology Council (NSTC) Outstanding Research Award shall be awarded an additional 6 points. Each instance of receiving funding as the principal investigator of a NSTC research project shall be awarded 0.5 points (up to 3 points). The total maximum point for this item is 6 points.
- (vi) For promotion to professor, the maximum score for (2) and (3) combined shall be 35. For promotion to associate professor, the maximum score for (2) and (3) combined shall be 25.

(2) Teaching publications submitted for reviews:

- i. When submitting teaching publications as representative works for reviews, the teaching materials or teaching-related research journal articles shall match the nature of the courses taught. Published teaching materials shall meet one of the following criteria: (a) they are published by a publishing house with a formal review system and are distributed nationally; (b) they are published in a renowned domestic or international academic journal; or (c) they are published in a professional publication with an anonymous review system (including openly accessible and publicly available electronic journals).
- ii. The scoring methods for research are further detailed in the National Chung Hsing University College of Science Department of Applied Mathematics, Graduate Institute of Statistics, and Graduate Institute of Data Science and Information Computing *Evaluation Criteria Explanation Table for Faculty Member Promotion Based on Their Teaching Publications*.

(3) Technical reports submitted for reviews:

- i. When submitting technical reports as representative works for reviews, the written content shall include the R&D concepts, theoretical foundations, subject matters, methodology and techniques, and results and contributions. For patents, a written report detailing the aforementioned five aspects, along with patent certifications and approval documents must be provided.
- ii. The scoring methods for research are further detailed in the National Chung Hsing University College of Science Department of Applied Mathematics, Graduate Institute of Statistics, and Graduate Institute of Data Science and Information Computing *Evaluation Criteria Explanation Table for Faculty Member Promotion Based on Their Technical Reports*.

4. Service and collaboration evaluations:

- (1) The scoring methods for experience are as follows: 1 point is awarded for each year of service exceeding the minimum required years of service, up to a maximum of 5 points (based on data provided by the Office of Personnel).
- (2) Contributions to the University, College, or Department, including the management of shared laboratories or factories, participation in industry-academia collaboration research projects, guidance provided to students in extracurricular and technological

activities, personal involvement in academic lectures, achievements in social responsibility initiatives, and other outstanding external service contributions, may be recognized. Based on the Department/Graduate Institute's recommendations and supporting evidence, committee members will assign scores as follows: a maximum of 15 points for promotion to professor and a maximum of 25 points for promotion to associate or assistant professor.

If the score given by a committee member deviates by more than ± 7 points from the average score given by all the committee members, that member's score for this category will be adjusted to the average score.

Chapter4 Rank Changes and Service Extensions

Article 10 Full-time and part-time faculty members applying for rank changes or service extensions must comply with the University's regulations. The review process shall follow the provisions outlined in Chapters 4 and 5 of the College of Science *Faculty Member Appointment and Promotion Evaluation Regulations*.

Chapter5 Supplementary Provisions

Article 11 Faculty member promotion, new appointment, rank change, and service extension applications are processed once per semester. The Department/Graduate Institute Faculty Evaluation Committee shall review and submit relevant materials to the College Faculty Evaluation Committee before the deadlines. In cases where new faculty appointment is required due to special teaching or research needs, the appointment may be processed separately upon approval by the University President in accordance with the relevant administrative procedure.

Article 12 Matters unaddressed herein shall be governed by the National Chung Hsing University College of Science *Faculty Member Appointment and Promotion Regulations*.

Article 13 The Regulations 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.

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Evaluation Criteria Explanation Table for Faculty Member Promotion Based on Their Teaching Publications

November 16, 2016 Formulated by the Department/Graduate Institute Affairs Meeting

December 30, 2020 Amended by the Department/Graduate Institute Affairs Meeting

Criterion		Evaluation explanations
<div>2. Research</div> <div>Promotion to professor: 50 points</div> <div>Promotion to associate or assistant professor: 40 points</div>	1. Teaching topics, content, methods, and reference materials	Based on the submitted materials and external review opinions, committee members will assign scores as follows: (promotion to professor): 8-14 points; (promotion to associate or assistant professor): 6-12 points.
	2. Student learning outcomes and teaching contributions	Based on the applicability to core courses, the circulation of published works, the submitted materials, and external review opinions, committee members will assign scores as follows: (promotion to professor): 4-16 points; (promotion to associate or assistant professor): 4-12 points.
	3. Teaching practice observations	Based on the observation situations, attending committee members will assign a score of 3-5, whereas non-attending committee members will assign the average score given by the attending members for this category.
	4. Academic research performance and overall teaching achievements	Evaluated based on research achievements within the past five years (or reference publications for the past seven years) and the applicant's research and teaching accomplishments relative to their current and target rank. Based on the submitted materials and external review opinions, committee members will assign scores as follows: (promotion to professor): up to 15 points; (promotion to associate or assistant professor): up to 11 points. If the score given by a committee member deviates by more than ± 7 points from the average score given by all the committee members, that member's score for this category will be adjusted to the average score.

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Evaluation Criteria Explanation Table for Faculty Member Promotion Based on Their Technical Reports

November 16, 2016 Formulated by the Department/Graduate Institute Affairs Meeting

December 30, 2020 Amended by the Department/Graduate Institute Affairs Meeting

Criterion		Evaluation explanations
<div>2. Research</div> <div>Promotion to professor: 50 points</div> <div>Promotion to associate or assistant professor: 40 points</div>	1. R&D philosophy, theoretical foundations, themes, methods, and techniques	This includes the innovation of R&D philosophies and their underlying theoretical foundations, the detailed content of R&D themes, analytical reasoning, technological innovation or breakthroughs, experimental methods, and literature references. Based on the submitted materials and external review opinions, committee members will assign scores as follows: (promotion to professor): 6-10 points; (promotion to associate or assistant professor): 4-8 points.
	2. Results and contributions	This includes the innovation, feasibility, forward-looking nature, and significance of the R&D results, their practical application value, and concrete contributions to the respective professions or industries. Based on the submitted materials and external review opinions, committee members will assign scores as follows: (promotion to professor): 9-15 points; (promotion to associate or assistant professor): 6-12 points.
	3. Technical report observations	Based on the observation situations, attending committee members will assign a score of 3-5, whereas non-attending committee members will assign the average score given by the attending members for this category.
	4. Academic research achievements and technological outputs	Evaluated based on research achievements within the past five years (or reference publications for the past seven years) and the applicant's research achievements and technological outputs, including the quality and quantity of research, patents obtained and their practical applications, technology transfer performance, awards received, execution of industry-academia collaboration, and contributions to advancements in the profession or industry (relative to their current and target rank). Based on the submitted materials and external review opinions, committee members will assign scores as follows: (promotion to professor): up to 20 points; (promotion to associate or assistant professor): up to 15 points. If the score given by a committee member deviates by more than ± 7 points from the average score given by all the committee members, that member's score for this category will be adjusted to the average score.