

National Chung Hsing University Doctoral Program in Data Science and Industrial Analytics

Faculty Evaluation Committee Establishment Directives

December 11, 2019 Formulated by the Program Meeting

Article 1 The Doctoral Program in Data Science and Industrial Analytics (hereinafter referred to as “the Program”) has formulated the *Faculty Evaluation Committee Establishment Directives* (hereinafter referred to as “the Directives”) in accordance with National Chung Hsing University *Department/Graduate Institute Faculty Evaluation Committee Organizational Regulations*.

Article 2 The Program Faculty Evaluation Committee (hereinafter referred to as “the Committee”) shall consist of seven members, with at least two-thirds (no fewer than five) of the members with a rank of professor. The Committee contains the following members:

- (1) Ex officio member: The Program Director shall serve as convener and ex officio member.
- (2) Elected members: Six members selected from qualified instructors with professor or associate professor qualifications within the Program. If the Program does not have enough professors to fulfill this requirement, additional members may be selected from professors in on- or off-campus departments/graduate institutes/offices/centers/degree programs of similar disciplines; or from researchers at domestic research institutions with equivalent professor qualifications. The selection shall be approved by Program Meetings and submitted to the University President for approval. Committee members have a term of office of one year but may be reappointed.

Committee members must not have been subject to any disciplinary action by the University Faculty Evaluation Committee for violations of academic ethics.

To qualify as recommended (or selected) Committee members, individuals must meet one of the following criteria:

- (1) Have published at least three papers or achievements (e.g., inventions, new variety breeding, and technology transfers) as the first authors or corresponding authors in SCI, SSCI, or EI journals within the past five years.
- (2) Have led National Science and Technology Council research projects for at least three consecutive years within the past five years.

If the Program director does not meet the aforementioned qualifications, a Committee member meeting said qualifications shall be elected to serve as the convener.

When reviewing the cases of faculty members of higher ranks, faculty members of lower ranks are excluded from the quorum and cannot participate in the evaluations.

For matters such as new appointments, promotions, reappointments, service extensions, dismissals, suspensions, and non-renewals, at least five members shall participate in the voting. If the number of voting members is less than five, Program Meetings shall recommend replacements (the replacements shall meet the qualifications outlined in Article 2, Paragraph 3) to be approved by the college dean.

Article 3 In principle, the Committee shall convene once per semester but may call interim meetings when necessary.

Article 4 The Committee shall review the following matters:

- (1) Appointment and terms of full-time and part-time faculty members.
- (2) Promotion and reappointment of full-time and part-time faculty members.
- (3) Suspensions, dismissals, and non-renewals of full-time and part-time faculty members.
- (4) Other important faculty evaluation-related matters, such as lectures, research, continuing education, service extensions, determination of the reasons of severance, and addressing faculty obligation violations. For lecture or research periods of at most one month or during summer and winter breaks, the matters may be handled directly through administrative procedures and be submitted to the University President for approval.
- (5) Matters brought up by the President and Program directors.

Article 5 (1) The appointment and terms of faculty members shall be reviewed and approved by the Committee before they are recommended to the College Faculty Evaluation Committee.

(2) The promotion and reappointment of faculty members shall also be reviewed and approved by the Committee before they are recommended to the College Faculty Evaluation Committee.

(3) Other important faculty evaluation-related matters shall be reviewed in accordance with the Program's development needs and relevant regulations.

Article 6 All Committee members shall attend meetings in person. However, Committee members shall recuse themselves if the faculty members being evaluated are their students, relatives by blood or marriage within the third degree of kinship, academic partners, or those with whom the Committee members share an interest. If the Committee members fail to recuse themselves, the chair shall, through a vote, demand their recusal.

If a party involved identifies a conflict of interest or potential bias and that the Committee members do not voluntarily recuse themselves, the party may request their recusal by providing specific reasons and evidence to the Program Committee. The Committee members subject to recusal shall withdraw from related cases completely and shall not be counted towards the quorum.

The Committee may, when deemed necessary, invite related personnel to attend the meetings to provide reports or explanations.

Article 7 Matters unaddressed herein shall be handled in accordance with relevant laws and University regulations.

Article 8 The Directives and any amendments made hereto shall be implemented upon passage by the Program Meetings and approval by the college dean.