

National Yang Ming Chiao Tung University Appointment Contracts for Full-Time Teachers

Approved at the second extraordinary university assembly meeting during the second semester of the 2021–2022 academic year on June 15, 2022

1. Monthly salaries are paid in accordance with government standards.
2. The number of weekly teaching hours is based on the University Act and National Yang Ming Chiao Tung University (NYCU) regulations; full-time teachers concurrently serving in an administrative position are assigned fewer weekly teaching hours.
3. Teachers must uphold the obligations to teach classes in person and support classes in other departments, colleges, and institutes within NYCU.
4. Newly hired teachers must teach three subjects in English during the first 3 years of employment. The degree of participation in the aforesaid teaching activity and number of credits required are determined by each department and college. Regulations for foreign language, physical education, and special classes require signed approval from the President of NYCU.
5. Absence, rescheduling, and teacher substitution are handled in accordance with the Employment Leave Regulations for Teachers and NYCU regulations on leave.
6. Clinical courses
 - a. Teachers must teach at NYCU Hospital or another medical or long-term care institution, teaching hospital, or cooperative education hospital.
 - b. Courses must be held at the same hospital or institution where the teacher teaches to facilitate guided instruction.
7. All teachers must uphold the obligations to serve as homeroom teachers and provide guidance to students regarding their daily conduct. Teachers can refer to professional counselors for assistance when required.
8. Teaching practice is assessed on the basis of NYCU and governmental regulations. Teachers must pass an assessment before applying for a promotion.

Newly hired teachers undergo their first assessment after 3 years of service or earlier.

9. Upon appointment, NYCU teachers and assistant professors must apply for and receive a promotion within 6 years; associate professors must do so within 8 years. Teachers who do not do

so can remain in their positions for an additional 2 years and apply for promotion within this time. The appointment contracts of teachers approved for promotion shall be renewed. Instructors and assistant professors who are not promoted within the approved time frame will not be reappointed for a ninth year of service; associate professors who are not promoted within the approved time frame will not be reappointed for an eleventh year of service.

In the event of pregnancy or childbirth, the time limit for promotion may be extended by 2 years for each child with the approval of the President of NYCU.

In the event of other extenuating circumstances, the time limit for promotion can be extended by 2 years with the teacher evaluation committees' approval of the required documentation.

This regulation applies to new teachers whose appointment was approved by the University Teacher Evaluation Committee on or after August 1, 2022; reappointment is handled in accordance with the National Yang Ming Chiao Tung University Regulations Governing the Appointment and Promotion Assessment of Teachers and other regulations.

10. Teachers must uphold the obligations to teach, research, and serve the university. Unless otherwise stipulated by law or the consent of NYCU is obtained, teachers may not teach or work part-time outside NYCU. Violators must stand before the teacher evaluation committee or another committee, and the compensation for their part-time work will be redirected to the university or the treasury for the official budget.

Teachers may not operate businesses or hold more than a 10% share of a business unless otherwise permitted by law.

Teachers must complete all administrative tasks before signing contracts or accepting research commissions from non-NYCU entities. Teachers must use research grants and handle procurement in accordance with the associated regulations. Extraordinary circumstances are handled in accordance with university regulations.

11. Teachers retain the moral right to the outcomes of academic research and development or industrial-academic collaborations that involved NYCU or government funding; the economic rights belong to NYCU. Rights and obligations are handled in accordance with government and NYCU regulations.
12. Violations of academic ethics by teachers that are reported or identified by a university department ex officio are handled in accordance with the Guidelines for Handling Violations of the

Regulations Governing the Accreditation of Teacher Qualifications by Teachers in Junior College and Institutions of Higher Education, the Guidelines for Handling Academic Ethics Cases in Junior College and Institutions of Higher Education, and NYCU regulations regarding academic ethics.

13. Teachers must abide by the Gender Equity Education Act, the Act of Gender Equality in Employment, the Sexual Harassment Prevention Act, and the Regulations on the Prevention and Handling of Sexual Assault, Sexual Harassment, or Sexual Bullying on Campus.

Teachers must not develop intimate relationships with students they instruct, guide, train, evaluate, manage, consult, or employ that violate professional ethic codes.

If a relationship with a student violates the code of professional ethics, teachers must avoid further interaction with the student or report the matter to the school to handle.

Teachers must respect others' and their own autonomy over their sexuality and body, avoid unwanted sexual advances or requests for dates, and must not use force or violence to handle conflicts related to sex or gender.

14. In the event a teacher violates the terms of their appointment contract or the law, unless otherwise permitted by law, if the severity of the violation does not meet the standard for dismissal, suspension, or nonrenewal of appointment as prescribed by the Teacher's Act, the following penalties will be issued in accordance with the severity of the violation after deliberation among teacher evaluation committees at each level:

- a. The teacher will receive a written warning.
- b. The teacher may not apply for research leave, work or teach part time outside NYCU, or apply for paid leave to lecture, conduct research, or study overseas within a certain period; if necessary, approved applications submitted by the teacher may be cancelled or suspended.
- c. The teacher may not be recommended to receive an offer for extension of service or to serve as a member of a teacher evaluation committee at any level in NYCU or as an academic or administrative officer for a certain period; if necessary, the teacher will be dismissed from a position they already hold.
- d. The teacher will not be granted a salary increase or receive merit pay or other incentives within a certain period; the teacher may be required to return merit pay they have already received .

- e. The teacher's year-end bonus may be halved or not awarded.
 - f. The teacher's applications for promotion or research grants may not be accepted or processed for 1 to 5 years. Accreditation of teacher qualifications will be handled in accordance with the Regulations Governing Accreditation of Teacher Qualifications at Junior Colleges and Institutions of Higher Education and other relevant regulations.
 - g. Approved grants will be revoked, and teachers may be required to return any awarded funding in whole or in part.
15. If the teacher plans to reject offers of further employment after their required term of service, they must send a written notice to NYCU 1 month before the end of their employment term. To resign during their term of employment, teachers must obtain consent from NYCU.
16. Any matters not addressed in this appointment contract will be handled in accordance with government regulations such as the University Act, the Teachers' Act, the Act Governing the Appointment of Educators, and NYCU regulations.