

**NATIONAL TAIWAN UNIVERSITY**  
**Center for General Education**  
**Guidelines for Appointing New Full-Time Faculty Members**

November 24, 2022 Passed by the 140<sup>th</sup> General Education Committee

February 14, 2023 Passed by the 3,140<sup>th</sup> Administrative Meeting

March 08, 2023 Articles 1 and 8 amended and promulgated

(Full amendment history at the end of this document)

Article 1 The National Taiwan University (“the University”) Center for General Education (“the Center”) formulates the *Guidelines for Appointing New Full-Time Faculty Members* (“the Guidelines”) to ensure that newly appointed faculty members are outstanding and that their areas of expertise meet the needs of NTU, allowing NTU to become a world-class university.

Article 2 Each of the Center’s subordinate units shall develop medium- and long-term plans for appointing faculty members based on potential faculty vacancies, faculty hiring sources, proposed time of hiring, and desired areas of expertise, and submit the plans to the Center for reference. Such plans shall undergo regular review.

When amendments are necessary for an approved appointing plan, the unit in question shall provide the Center with specific reasons for making such amendments.

Article 3 Each of the Center’s subordinate units shall establish its own New Faculty Member Selection Committee to manage the selection of new full-time faculty members in accordance with its proposed medium- to long-term plans for appointing faculty member. The committee shall submit a list of eligible candidates to the Faculty Evaluation Committee for review and recommendation upon the completion of its selection process.

Article 4 The New Faculty Member Selection Committee shall consist of at least 5 members with the rank of associate professor or above appointed by the hiring unit or the Director of the Center, 2 of whom shall be Director-appointed external faculty members who possess the academic achievements needed to meet the evaluation exemption criteria listed in the Faculty Evaluation Guidelines formulated by NTU. However, this rule shall not apply when the number of faculty members with the rank of associate professor or above in a unit is insufficient, in which case the Director of the Center may appoint additional committee members.

Article 5 In principle, New Faculty Member Selection Committees shall submit faculty member recruitment announcements and methods to the Director of the Center for approval at least half a year prior to the planned hiring date. Once approved, the announcement shall be published in well-known, appropriate domestic and international newspapers, magazines, or websites. Upon receiving applications for the advertised position, the Center shall forward the applications to the New Faculty Member Selection Committee for selection. The open recruitment shall last for at least two months. However, this rule shall not apply in special cases identified by the New Faculty Member Selection Committee and submitted to and approved by the Director of the

Center. New Faculty Member Selection Committees shall initiate the selection process upon receipt of three or more applications for a position. Where there are fewer than three candidates, the selection process may only be initiated with the approval of the Director of the Center, the Vice President for Academic Affairs, and the Chair of the NTU Faculty Evaluation Committee.

Upon completion of the selection process, the New Faculty Member Selection Committee shall recommend candidates to the Faculty Evaluation Committee of the hiring unit. If no candidate is selected, the New Faculty Member Selection Committee shall submit an explanatory report to the Center for reference.

Article 6 Applicants whose highest academic degree was issued by NTU and who have worked, taught, or conducted research at agencies/institutions outside of the University for a period of less than two years since the date of their graduation shall not be considered. However, this rule shall not apply if the applicant possesses special expertise or displays outstanding performance such that the New Faculty Member Selection Committee approves the appointment of the candidate.

The years of service described in the previous paragraph is based on candidates who were employed on a full-time basis. If the candidate was employed on a part-time basis, the number of working years shall be reduced by half.

Each hiring unit may set stricter regulations, which shall prevail.

Article 7 Each hiring unit of the Center shall formulate its own set of regulations for establishing its New Faculty Member Selection Committee in accordance with the Guidelines and submit the regulations to the Center for reference.

Article 8 The Guidelines shall be passed by the Center Affairs Meeting and the Administrative Meeting and then implemented on the date of promulgation.

**[Full amendment history]**

November 06, 2012	Passed by the 2,737 <sup>th</sup> Administrative Meeting
January 11, 2016	Passed by the General Education Committee at its 116 <sup>th</sup> meeting
January 26, 2016	Reported to the 2,891 <sup>st</sup> Administrative Meeting
October 21, 2017	Articles 4 through 6 amended in accordance with resolutions issued by the University Council at its 1 <sup>st</sup> meeting, fall semester, Academic Year 2017–18