

NATIONAL SUN YAT-SEN UNIVERSITY

College of Social Sciences Regulations of Faculty Promotion Evaluation

Amended and approved by the 5th College Faculty Evaluation Committee Meeting on April 23, 2003, School Year 91.
Amended and approved by the 4th College General Meeting on May 7, 2003, School Year 91.
Amended and approved by the 273rd University Faculty Evaluation Committee Meeting on May 14, 2003.
Amended and approved by the 6th College Faculty Evaluation Committee Meeting on April 29, 2004, School Year 92.
Amended and approved by the 4th College General Meeting on June 9, 2004, School Year 92.
Amended and approved by the 291st University Faculty Evaluation Committee Meeting on September 30, 2004.
Amended and approved by the 1st College Faculty Evaluation Committee Meeting on September 28, 2005.
Amended and approved by the 1st College General Meeting on November 8, 2005, School Year 94.
Amended and approved by the 298th University Faculty Evaluation Committee Meeting on December 1, 2005.
Amended and approved by the 3rd College Faculty Evaluation Committee Meeting on November 19, 2013, School Year 102.
Amended and approved by the 1st College General Meeting on November 21, 2013, School Year 102.
Amended and approved by the 358th University Faculty Evaluation Committee Meeting on December 12, 2013.
Amended and approved by the 363rd University Faculty Evaluation Committee Meeting on October 16, 2014.

- Article I. This set of regulations is issued for implementing promotions of faculty members of the College of Social Sciences (hereinafter referred to as the “College”) in accordance with the regulations of qualification reviews for faculty members of educational institutions or above, “Regulations of Teaching and Research Personnel Promotion Evaluation,” and relevant regulations.
- Article II. All institutes (departments) of the College shall submit faculty promotion applications of the institutes (departments) to the College in accordance with the timeline specified by National Sun Yat-sen University (NSYSU) and the College.
- Article III. All promotion applicants of all-level faculty members in the College (hereinafter referred to as the “Applicant”) shall meet the following requirements in recent five years:
- A. For promotion from an associate professor to a professor: the Applicant shall have obtained the position of associate professor for over three years, or, hold a doctoral degree or a certificate of an equivalent academic qualification. The Applicant shall also have had research experience or been in professions or positions relevant to his/her discipline for over eight years, have published writings or inventions, have had significant academic contributions or publications, and shall meet at least one of the following five requirements:
 - 1. Won the [Ministry of Science and Technology \(MOST\)](#) Category A Research Award and/or the [MOST](#) Principle-Investigator Award for a total of three times.
 - 2. Published one SSCI paper.
 - 3. Published one book with academic value reviewed by an anonymous review system.
 - 4. Published four papers as sole authors on journals or books reviewed by anonymous review systems.
 - 5. Published three TSSCI papers.
 - B. For promotion from an assistant professor to an associate professor: the Applicant shall have obtained the position of assistant professor for over three years, or, hold a doctoral degree or a certificate of an equivalent academic qualification. The Applicant shall also have had research experience or been in profession or position

relevant to his/her discipline with excellent performances for over four years and shall meet at least one of the following five requirements:

1. Won the **MOST** Category A Research Award and/or the **MOST** Principle-Investigator Award for a total of two times.
2. Published one SSCI paper.
3. Published one book with academic value reviewed by an anonymous review system.
4. Published three papers as sole authors on journals or books reviewed by anonymous review systems.
5. Published two TSSCI papers.

C. For promotion from an instructor/lecturer to an assistant professor: the Applicant shall have obtained the position of instructor/lecturer for over three years, or, hold a master's degree or a certificate of an equivalent academic qualification. The Applicant shall also have had research experience or been in profession or position relevant to his/her discipline with excellent performances for over four years and shall meet at least one of the following seven requirements:

1. Holds a doctoral degree certificate (not limited by seniority.)
2. Published work of value equivalent to that of a doctoral degree thesis.
3. Won the **MOST** Category B Research Award and/or the **MOST** Principle-Investigator Award for a total of two times.
4. Published one SSCI paper.
5. Published one book with academic value.
6. Published two papers as sole authors on journals or books reviewed by anonymous review systems.
7. Published two TSSCI papers.

The Applicant shall submit necessary documents of proof required for the promotion review procedures.

Article IV. Faculty members of the College that meet the requirements specified in Article III may apply to their institutes (departments) for promotions.

When conducting initial reviews of promotion applications, each Institute (Department) Faculty Evaluation Committee, in addition to complying with the faculty promotion regulations of each institute (department), shall also have the College send the applicants' publications to three appropriate external professionals/academics for reviews. The Institute (Department) Faculty Evaluation Committee shall submit a proposed list of seven or more external academics/professionals with sufficient profession capabilities (the dean of the College may also appoint additional reviewer candidates) to the dean of the College for finalization and for the College to conduct external reviews. Results of external reviews shall be sent back to the institutes (departments) for initial reviews.

For faculty members that have passed the initial review of promotion applications, the convener of each Institute (Department) Faculty Evaluation Committee shall provide feedbacks and submit the feedbacks along with the evaluation results and the minutes of meetings to the College Faculty Evaluation Committee for second-stage reviews.

The regulations for faculty promotion reviews and each scoring criterion of each

institute (department) shall be further determined by each institute (department) and shall be implemented following the review and the approval of the College Faculty Evaluation Committee.

Article V. Review criteria of faculty promotions of the College include academic research performances, teaching performances, and services, with scoring percentages as follows: academic research performances accounts for 70%, teaching performances accounts for 20%, and services accounts for 10% of the total score. To pass a promotion, the total score of the three criteria shall reach 70 points or above. The review for each aforementioned scoring criterion shall be processed in accordance with the “College of Social Sciences Regulations of Faculty Promotion Evaluation Scoring.”

Article VI. The establishment of the College Faculty Evaluation Committee shall be processed in accordance with the provisions of the “College of Social Sciences Regulations of Faculty Evaluation Committee Establishment.”

Article VII. When conducting second-stage reviews of promotion applications, the College Faculty Evaluation Committee, in addition to complying with faculty promotion regulations of the College, shall also send the applicants’ publications approved in the initial review to NSYSU for NSYSU to appoint three to five appropriate external professionals/academics for reviews. The dean of the College shall recommend seven or more external academics/professionals with sufficient profession capabilities (the senior vice-president may also appoint additional reviewer candidates) to the senior-vice president for finalization and for the University Faculty Evaluation Committee to conduct external review of the publications. Results of external reviews shall be sent back to the College for second-stage reviews.

The dean of the College shall consult the heads of the applicants’ institutes (departments) when recommending reviewer candidates.

For faculty members that have passed the initial review of promotion applications, the convener of the College Faculty Evaluation Committee shall provide feedbacks with respect to teaching, services, and other appropriate criteria and submit the feedbacks, the evaluation results, each form and document, minutes of meetings, and promotion publications to the University Faculty Evaluation Committee for final reviews.

Article VIII. When the College Faculty Evaluation Committee conduct second-stage reviews of promotion applications, a committee meeting may only commence with over two-thirds of the College Faculty Evaluation Committee members attending.

The College Faculty Evaluation Committee shall conduct second-stage reviews on the scores of research, teaching, and services of the applicants of each institute (department) that have passed the initial reviews.

If voting is required for second-stage review results, votes shall be made anonymously, and approvals will be determined with over two-thirds of the attending committee members agreeing.

Applications that have passed the second-stage reviews, in accordance with the regulations, shall be submitted to the University Faculty Evaluation Committee for final reviews.

Article IX. Relevant personnel may be invited to attend second-stage review meetings of promotion applications held by the College Faculty Evaluation Committee to provide supplementary documents or information.

Article X. Each Institute (Department) Faculty Evaluation Committee and the College Faculty Evaluation Committee shall notify the Applicants of the results of the initial reviews and the second-stage reviews in writing within three days. In cases of Applicants being

dissatisfied with the results of the initial reviews or the second-stage reviews, the Applicants, apart from being entitled to appeal for re-evaluations to the appeal committee of NSYSU in accordance with “NSYSU Regulations for Faculty Member Appeals Evaluation Committee and Evaluation Criteria,” may also first choose from the following procedures to make appeals:

- A. In case of an Applicant being dissatisfied with the resolution of the initial review by his/her institute (department), the Applicant, within 15 days from the day of receiving the resolution notice, shall appeal to the College Faculty Evaluation Committee by stating the reasons in writing. If the College Faculty Evaluation Committee finds the appeal reasonable, the application shall be returned to the Institute (Department) Faculty Evaluation Committee for re-evaluation.
- B. In case of an Applicant being dissatisfied with the resolution of the second-stage review by the College, the Applicant, within 15 days from the day of receiving the resolution notice, shall appeal to the University Faculty Evaluation Committee by stating the reasons in writing. If the University Faculty Evaluation Committee finds the appeal reasonable, the application shall be returned to the College Faculty Evaluation Committee for re-evaluation.

The College Faculty Evaluation Committee shall complete the re-evaluation within 30 days from the day of receiving an appeal objecting to an initial review resolution, unless it is required for a task force to investigate the case. In this case, an extension period of 14 days may be applied if required. Re-evaluation not completed in time shall be deemed as agreeing with the appeal. If an Applicant dissatisfied with the results of the second-stage review has appealed to the University Faculty Evaluation Committee, he/she may not appeal again to the College Faculty Evaluation Committee. The appeal application review in process shall also be stopped.

Article XI. Matters unspecified in this set of regulations shall be processed in accordance with relevant regulations of NSYSU.

Article XII. This set of regulations shall be implemented following the approval of the College General Meeting, the review and approval of the University Faculty Evaluation Committee, and the authorization of the president. The same procedure shall be carried out when amendments are to be made.