

NATIONAL SUN YAT-SEN UNIVERSITY

College of Social Sciences Guidelines for Selections, Contract Renewals, and Terminations of College Dean

Approved by the 4th College General Meeting on April 10, 1998, School Year 86.

Amended and approved by the Unscheduled College General Meeting on April 25, 2000, School Year 89.

Amended and approved by the 1st College General Meeting on December 31, 2002, School Year 91.

Amended and approved by the 4th College General Meeting on April 13, 2006, School Year 94.

Authorized by the President on May 9, 2006.

Amended and approved by the 5th College General Meeting on May 24, 2007, School Year 95.

Authorized by the President on June 6, 2007.

Amended and approved by the 2nd College General Meeting on October 30, 2008.

Amended and approved by the 1st Unscheduled College General Meeting on November 19, 2008, School Year 97.

Authorized by the President on November 21, 2008.

Amended and approved by the 1st College General Meeting on November 21, 2013, School Year 102.

Authorized by the President on November 29, 2013.

- I. This set of guidelines is issued in accordance with Article IX of National Sun Yat-sen University's Guidelines for Selection, Contract Renewals, and Terminations of All-Level Academic Heads.
- II. Except for processing term continuation in accordance with Article V of the present guidelines, a selection committee shall be organized, following approval of the president, five months prior to completion of the term or within three months of absence of a college dean by the college. Two to three professors shall be nominated and forwarded to the president to select and appoint one as the dean.
- III. The college dean selection committee shall comprise one full-time faculty representative with a position above assistant professor of each institute (department) of the college and one member from outside the college. The convener of the committee shall be elected among committee members, and the member from outside the college shall be finalized by members of the college in meetings.
- IV. The dean of the college is a position with terms of services. In general, each term lasts for three years, and one contract renewal is allowed when necessary. For a term of service that begins in the mid-semester, the term shall begin from the date of the president's authorization. In case that the college dean is selected by the due course, the president shall appoint an adequate person of the university to serve as an interim college dean until the new dean is finalized and starts to take office.
- V. Five months before the end of the first term, the dean of the college shall submit a written report to a college general meeting in regards of intension to continue serving as the dean. The dean shall also submit college performance report of the first term and continuation proposal to the president and all faculty members of the college. A term renewal vote shall be processed in accordance with administrative procedure.
For processing the term renewal vote and relevant matters, a term renewal vote task force comprised of at least three representative selected in college general meetings shall be organized four months prior to the end of the term.
The dean of the college who desires continuation shall be approved when more than two-thirds of all full-time faculty members of the college agree. The approved term renewal case shall then be forwarded to the president for appointment renewal.
A dean selection shall processed in accordance with Article II of this set of guidelines when the dean does not express intention to contiune or is not approved for a term

renewal. The dean disapproved to continue shall not participate in the selection of a new dean.

VI. After taking the office, except for resignation, the president also has the right to terminate the duties of the dean due to significant causes. A termination case may also be brought to a college general meeting by more than one-thirds of full-time faculty member representatives through countersigns. Once receiving the countersigns, an unscheduled college general meeting shall be convened by the senior vice-president and a termination case shall be established with approvals more than two-thirds of full-time faculty representatives. A termination case shall be approved when two-thirds of all full-time faculty members of the college agree, in which case the termination case will be forwarded to the president for the president to terminate the dean position and assign a person to serve as an interim dean.

VII. One associate dean position may be established for the college for needs of the college's general development. The associate dean shall be nominated by the dean of the college from directors (chairmen) of subordinated institutes (departments) or professors of the college. The associate dean shall be appointed with the approval of the president. The term of the associate dean the same as that of the college dean.

The college is liable for duties of the associate dean alone if the associate dean is not a director (chairman) of an institute (department) of the college.

Contract renewals of an associate dean is processed by the dean of the college in accordance with procedure of above regulations.

Terminations of an associate dean position shall be reported to the president by the dean of the college, and the position shall be terminated once approved by the president.

VIII. Relevant regulations for selection of the college dean shall be approved in college general meetings and forwarded to the president for authorization prior to implementation. The regulations shall be handled by the college dean selection committee.

IX. For matters unaddressed in the present guidelines, please refer to National Sun Yat-sen University's Guidelines for Selections, Contract Renewals, and Terminations of All-Level Academic Heads and relevant regulations.

X. The present guidelines shall be implemented following approval of college general meeting and the authorization of the president. The same procedure shall be carried out when amendments are to be made.