

National Yunlin University of Science and Technology Guidelines Governing Appeals for Faculty Promotion

Approved by the 97th University Faculty Evaluation Committee on June 14, 2010
Amended by the 100th University Faculty Evaluation Committee on October 28, 2010
Amended by the 163rd University Faculty Evaluation Committee on October 27, 2020

Article 1: The National Yunlin University of Science and Technology (hereinafter referred to as YunTech) has established these guidelines in accordance with Article 13-1 of the Regulations for the Appointment and Promotion of Full-time Faculty Members at YunTech, to protect the rights of the faculty and promote harmonious development on campus, and to govern the review of appeals for faculty promotion.

Article 2: Jurisdiction of Appeals:

- (1) Those who disagree with the results of the Department (institute) Faculty Evaluation Committee should appeal to the College c.
- (2) Those who disagree with the results of the College c should appeal to the University Faculty Evaluation Committee.

Article 3: Initiation of Appeals:

- (1) Faculty members should submit a written appeal to the jurisdictional Faculty Evaluation Committee within thirty days from the day following the receipt of the decision notice from the Faculty Evaluation Committee, providing specific facts and relevant materials. Each appeal is limited to one submission.
- (2) The jurisdictional Faculty Evaluation Committee should, within ten days from the day following the receipt of the appeal, notify the original decision-making unit to provide an explanation, attaching a copy of the appeal and related documents, and also inform the University Faculty Evaluation Committee. The original decision-making unit should, within twenty days from the day following the receipt of the written notice, submit an explanation along with related documents to the jurisdictional Faculty Evaluation Committee, and should also send a copy of the explanation to the appellant. For those who submit corrections in accordance with the regulations, the aforementioned period starts from the day following the completion; for those who do not make corrections, it starts from the day following the expiration of the correction period.
- (3) After the initiation of an appeal, the appellant may withdraw it before the decision letter reaches the appellant. Once withdrawn, the appeal cannot be reinitiated.

Article 4: Composition of the Special Task Group for Appeal Cases:

- (1) College Review: Upon receipt of the written appeal, the convener of the College Faculty Evaluation Committee (Dean of College) should invite five members from the College Faculty Evaluation Committee (excluding members of the Department (institute) Faculty Evaluation Committee) to form a special task group to review the appeal case, and one of them should be elected as the convener.
- (2) University Review: Upon receipt of the written appeal, the convener of the University Faculty Evaluation Committee (Vice President) should invite seven members from the University Faculty Evaluation Committee (excluding

members of the College, Department (institute) Faculty Evaluation Committee) to form a special task group to review the appeal case, and one of them should be elected as the convener.

Article 5: Deliberation of Appeals:

- (1) College Review: The special task group should have at least two-thirds of all members present to hold a meeting, and should give the appellant faculty member ample opportunity to explain their reasons. If necessary, the convener of the Department (institute) Faculty Evaluation Committee may be invited to explain. The special task group must thoroughly discuss the reasons for the appeal, and at least two-thirds of the attending members must agree to make a recommendation indicating that the appeal is reasonable; otherwise, a recommendation indicating that the appeal is unreasonable will be made. The deliberation record, along with the appellant's relevant materials, should be sent to the college faculty evaluation committee for review according to the promotion procedure. If the College Faculty Evaluation Committee believes the appeal is valid, it should be sent to the Department (institute) Faculty Evaluation Committee for reevaluation.
- (2) University Review: The special task group should have at least two-thirds of all members present to hold a meeting, and should give the appellant faculty member ample opportunity to explain their reasons. If necessary, the convener of the College Faculty Evaluation Committee may be invited to explain. The special task group must thoroughly discuss the reasons for the appeal, and at least two-thirds of the attending members must agree to make a recommendation indicating that the appeal is reasonable; otherwise, a recommendation indicating that the appeal is unreasonable will be made. The deliberation record, along with the appellant's relevant materials, should be sent to the University Faculty Evaluation Committee for review according to the promotion procedure. If the University Faculty Evaluation Committee believes the appeal is valid, it should be sent to the College Faculty Evaluation Committee for reevaluation. If the appeal involves a situation where the external review of the appellant's work has not passed, the College Faculty Evaluation Committee may send the appellant's work for external review again in accordance with Article 13 of the Regulations for the Appointment and Promotion of Full-time Faculty Members at YunTech.
- (3) The jurisdictional Faculty Evaluation Committee should make a decision within three months from the day following the receipt of the appeal. If necessary, the period may be extended and the appellant should be notified. The extension is limited to one time and should not exceed two months.
- (4) Recusal: If a member of the Faculty Evaluation Committee has a situation as defined in Article 32 of the Administrative Procedure Act in an appeal case, they should recuse themselves and not participate in the decision. If there are specific facts to believe that a member of the Faculty Evaluation Committee may be biased in an appeal case, the appellant may apply for the member's recusal by stating the reasons and facts to the Faculty Evaluation Committee; the recusal application should be decided by a meeting of the Faculty Evaluation Committee.

Article 6: The same appeal case cannot be appealed again after being rejected.

Article 7: The decisions made by the University and College Faculty Evaluation Committee on promotion appeal cases that have not passed should all be attached with reasons and replied to the appellant and relevant units in the form of university

letters. If the appellant disagrees with the decision of the Faculty Evaluation Committee, they should submit an appeal to the university's Faculty Appeal Review Committee in writing stating the reasons within thirty days from the day following the receipt of the decision notice.

Article 8: These guidelines shall be implemented after being approved by the University Faculty Evaluation Committee and signed by the President, and the same applies when they are amended.