

# National Cheng Kung University Teacher Employment Contract

Approved in the 137th Administrative Meeting on December 23, 1998.  
Amended and approved in the 4th University Affairs Committee Meeting of the  
1998 academic year on June 9, 1999.  
Amended and approved in the 139th Administrative Meeting on October 6, 1999.  
Amended and approved in the 1st University Affairs Committee Meeting of the  
2002 academic year on October 9, 2002.  
Amended and approved in the 5th University Affairs Committee Meeting of the  
2002 academic year on June 11, 2003.  
Subject to confirmation and approved in the 1st University Affairs Committee  
Meeting (postponed) of the 2006 academic year on October 25, 2006.  
Amended and approved in the 4th University Affairs Committee Meeting  
(postponed) of the 2009 academic year on April 28, 2010.  
Amended and approved in the 5th University Affairs Committee Meeting of the  
2010 academic year on June 29, 2011.  
Amended and approved in the 4th University Affairs Committee Meeting  
(postponed) of the 2011 academic year on July 10, 2012.  
Amended and approved in the 4th University Affairs Committee Meeting of the  
2013 academic year on April 9, 2014.  
Amended and approved in the 2nd University Affairs Committee Meeting of the  
2019 academic year on December 25, 2019  
Amended and approved in the 4th University Affairs Committee Meeting of the  
2021 academic year on April 20, 2022.

1. The National Cheng Kung University (hereinafter “the University”) Regulations Governing Teacher Recruitment as well as relevant regulations stipulate the following terms of employment. Initial employment shall be for 1 year. For renewed employment, the first term shall be 1 year, but later renewal terms shall be 2 years. (the employment term for teachers who extend their service beyond retirement age is determined by their extension period). If a foreign teacher is to extend his/her employment upon expiration of the employment period, he/she shall follow the Employment Service Act to apply for the extension. The certificate of appointment for renewed employment of a teacher shall be additionally submitted at least 1 month prior to the expiration of the National Cheng Kung University Teacher Employment Contract (hereinafter “the contract”).

The appointment of teachers and the punishment, dismissal, suspension, and nonrenewal of appointment must be reviewed and approved by the Third-Level Faculty Evaluation Committee. Each college shall form relevant regulations to appoint teachers according to its requirements and characteristics. The review of the abovementioned matters related to appointed teachers shall be exempt from the submission to Department/College Faculty Evaluation Committees for review.

Starting from August 1, 1996, newly recruited professors and associate professors shall undergo evaluation by the Third-Level Faculty Evaluation Committee to determine whether their employment contract will be renewed 6 months prior to reaching the 4th year of their initial/renewed employment period. Teachers who do not pass the accreditation will not be reappointed starting from the 5th year. However, teachers whose extension of services is reviewed and approved during their initial employment period shall be granted renewal approval. In addition, newly recruited associate professors who have completed the procedure to be promoted to the rank of professors shall be granted renewal approval. Newly

recruited assistant professors who are unable to receive a promotion within 6 years of their employment will not be reappointed starting from the 7th year. For pregnancy, childbirth, raising children aged under 3 years, and other special circumstances, assistant professors may be granted a renewal term of 2 years starting from the 7th year after obtaining approval from the Faculty Evaluation Committee; those who are still not promoted within these 2 years shall no longer be reappointed.

Assistant professors who are still affected by any of the abovementioned special circumstances during their renewal term of 2 years, and this is likely to affect their academic performance, may extend their renewal term for an additional 2 years upon approval by the Faculty Evaluation Committee 6 months prior to the end of the renewal term.

The employment procedure for newly recruited lecturers is generally the same as that for newly recruited assistant professors.

2. If a teacher at the University shall be dismissed, suspended, or nonrenewed according to Teachers' Act, relevant processes are dealt with according to Teachers' Act.  
If a teacher at the University had any of the following conditions, the teacher will be dismissed, suspended, or nonrenewed according to University Act, Teachers' Act, or other related laws and regulations.
  - (1) Conditions depicted in Article 5 of the regulations
  - (2) Conditions depicted in Article 6 of the National Cheng Kung University Directions for Faculty Evaluation
  - (3) Severe breach of academic ethics
  - (4) Other conditions causing severe breach of the appointment contract
3. Teachers who take advantage of their public authority or opportunity afforded by their position to access public sector funds to intentionally commit an offense shall be investigated by relevant authorities. After the offense has been confirmed and the teacher has been accused, he or she may be suspended from teaching for a minimum of 2 semesters and a maximum of 5 as determined by the Third-Level Faculty Evaluation Committee according to Article 7 of the NCKU Regulations Governing Teacher Recruitment.
4. With guaranteed academic freedom, teachers who meet one of the following conditions shall be suspended for a certain period alone or in combination with other penalties. The punishment is determined by the Third-Level Faculty Evaluation Committee according to the violation's severity level.
  - (1) Teachers who are ineffective in or incompetent for teaching tasks, violate academic ethics, or breach the appointment contract with concrete facts, but have yet to reach a level of violation severity that requires dismissal, suspension, or refusal of reappointment.
  - (2) Teachers who meet any condition in Article 7-1 of the National Cheng Kung University Regulations Governing Teacher Recruitment, but have not been accused.

(3) Teachers who violate the law when serving their role in teaching, research, and other relevant services, but have yet to reach a violation severity that requires dismissal, suspension, or refusal of reappointment.

(4) Teachers whose behaviors ruin the University's reputation.

Suspension measures are as follows. Teachers will:

(1) be denied academic or administrative directorship in units of all levels,

(2) be denied appointment as a member of the Faculty Evaluation Committee and other committees that require designated members,

(3) be denied application for a secondment position,

(4) be denied applications for and practice of lecturing abroad, researching domestically or abroad, or in-service training,

(5) be denied research leave,

(6) be denied applications for a research project,

(7) be denied implementation of a research project,

(8) be denied applications for promotion and increases in salary,

(9) be denied any part-time teaching or work off campus,

(10) be denied supervision of new graduate students or students in a certain year of graduate study,

(11) be denied academic rewards or research grants,

(12) be denied recommendations for participating in off-campus activities,

(13) be denied a promotion,

(14) others.

5. The teacher shall be assessed in accordance with the National Cheng Kung University Directions for Faculty Evaluation. Teachers who do not pass this assessment will neither be granted annual increments nor allowed research leave, secondment arrangements, and part-time teaching or work off campus. Furthermore, teachers who fail the assessment shall be re-evaluated within 2 years. After passing this re-evaluation, they may resume their annual increments and aforementioned benefits starting from the year following the re-evaluation. Teachers who are not re-evaluated or fail the re-evaluation within 2 years shall no longer be reappointed.

6. As a principle, teachers of the University should offer a course load of 14 credit hours per academic year. Based on the National Cheng Kung University Principles for Teaching Load Assignments and Directions for Payments for Overloaded Teaching and Serving as Dissertation Advisors, teachers shall meet the minimum requirement for teaching hours per week.

7. In addition to academic learning, teachers should provide assistance and counseling to students regarding their psychological well-being, morality, life, speech, and behaviors. Teachers are also obliged to assume the role of homeroom teacher.

8. Full-time teachers of the University should conform to the National Cheng Kung University Supplementary Regulations for Faculty Members Lecturing or Holding Concurrent Positions at Other Institutions and should submit a written application to the school for approval before engaging in off-campus activities. National Cheng Kung University Supplementary Regulations for Faculty Members Lecturing or Holding Concurrent Positions at Other Institutions.
9. When performing teaching, mentoring, training, appraisal, management, counseling, or provision of work opportunities to students, no teacher is allowed to engage in sex- or gender-based interpersonal interactions that violate professional ethics. Should a teacher identify a possibility of such a relationship with a student, said teacher shall avoid such an interaction or report it to the University. Teachers of the University shall respect the sexual or physical autonomy of others and themselves as well as avoid inappropriate romantic pursuits. No teacher is allowed to resort to compulsory or violent means when handling sex- or gender-related conflicts. In addition to the aforementioned provisions, university teachers should comply with the Gender Equity Education Act, the Act of Gender Equality in Employment, and other related laws.
10. The University's teachers shall comply with Campus Anti-Bullying standards article 6 to article 9 to improve and to cultivate campus anti-bullying consciousness.
11. The University's teachers undertaking subsidized/commissioned research projects must follow the administrative procedures of the University. For any such projects, a contract shall be entered into and signed by the University. Teachers may neither sign a contract nor undertake a research project directly with other agencies without undergoing the University's administrative procedures. University teachers engaging in off-campus part-time work shall not undertake a subsidized/commissioned project in the name of the unit where they work part-time except for approved by the university, otherwise, a penalty shall be imposed on those who violate such a rule according to the National Cheng Kung University Regulations Governing Teacher Recruitment. In addition to meeting the requirements stipulated by the authorizing agency, teachers undertaking subsidized/commissioned research projects shall use each fund in accordance with relevant accounting regulations.
12. The National Cheng Kung University Regulations Governing Research and Development Results stipulate the rights and obligations of faculty members who utilize the University's resources to complete research and development results possessing patent values or protected in a nonpatent form.
13. Unless otherwise prescribed by law, the employment, secondment, research, lectures,

advanced studies, and research leave of the University's teachers shall be handled in accordance with the National Cheng Kung University Regulations Governing Teacher Recruitment; Disposal Directions for Teacher Secondment of National Cheng Kung University; National Cheng Kung

University Operation Directions for Faculty Members Applying to Lecture Abroad, or Study or Train at a Domestic or Foreign Institution; and National Cheng Kung University Regulations Governing the Sabbatical Leave of Professors and Associate Professors and other relevant laws and regulations.

14. Teachers involved in plagiarism shall receive a penalty in accordance with the NCKU Directions for Handling Plagiarism in Faculty Publications.
15. Teachers who plan to resign upon the expiration of their employment term should submit a written notice to the University 1 month before their contract ends. Teachers who wish to resign within the employment period should first obtain the consent of the University, and the calculation of their salary will end on the date they actually leave their position.
16. The rights and obligations of the University's jointly appointed teachers are specified in the National Cheng Kung University Regulations on Joint Appointment of Teachers Between Departments.
17. Matters not specified in the contract shall be dealt with according to other relevant laws and regulations.
18. This contract is implemented upon approval by the University Affairs Committee Meeting. The same shall apply for amendments to the contract.