

National Taiwan University of Science and Technology

Regulations on Faculty Promotion Review in the School of Management

Passed at the 5th College Affairs Meeting of the 2022–2023 academic year on December 20, 2022
Amended at the 10th College Affairs Meeting of the 2022–2023 academic year on May 23, 2023

Article 1 National Taiwan University of Science and Technology (hereinafter referred to as “the University”) has established the Regulations on Faculty Promotion Review in the School of Management in accordance with Articles 7-1, 7-2, and 7-3 of the University’s Regulations Governing the Recruitment and Promotion of Faculty.

Article 2 Promotion eligibility review procedures:

1. Promotion eligibility review: Faculty members of the School of Management (hereinafter referred to as “the School”) shall complete the School of Management Promotion Evaluation Worksheet. Only those whose scores in the areas of teaching, service and counseling, and research/development meet the School’s minimum criteria may submit their promotion application to their respective departments before the University’s specified deadline.
 - (1) The faculty evaluation committee of each department shall conduct a preliminary review of the submitted materials to evaluate the candidate’s qualifications in the three areas of teaching, service and counseling, and research/development. If the preliminary review concludes that the candidate does not meet the eligibility criteria, **the decision shall be documented for recordkeeping**, and the current promotion application shall be canceled. If the candidate passes the preliminary review, the relevant documents shall be forwarded to the College Faculty Evaluation Committee for a secondary review.
 - (2) The College Faculty Evaluation Committee (hereinafter referred to as “the Committee”) shall compile and display all faculty promotion-related materials submitted by each department. Committee members are required to review these materials in person within a designated time frame. Using the documents provided, the Committee shall evaluate the candidate’s qualifications in the areas of teaching, service and counseling, and research/development and conduct a vote. Promotion applications are recommended only if at least two-thirds of the Committee members in attendance agree to recommend the candidate. During the secondary review process, candidates are not required to attend.
 - (3) If the candidate does not pass the secondary review, **the decision shall be documented for recordkeeping**, and the current promotion application shall be canceled. If the candidate passes the secondary review, the School shall proceed with external review procedures for the candidate’s scholarly works, creative works, proof of achievements, and technical reports.
 - (4) **Before the external review process, candidates who wish to withdraw their application—except in cases involving a formal report or discovery of ineligibility**

that disqualifies the candidate from withdrawal—must submit a written request to the faculty evaluation committee currently handling the review process. This request must be deliberated or reported by the committee and recorded for reference before any withdrawal is granted.

2. Eligibility assessment after the external review: After the school office collects all external review evaluation forms, these forms shall be returned to their respective departments along with the candidate's promotion-related documents.
 - (1) If the outcome of the external review does not meet the University's set standards, the candidate is deemed to have not met the School's recommendation criteria in the area of research/development. In such cases, the department-level faculty evaluation committee shall document the decision for recordkeeping and cancel the current promotion application.
 - (2) Only when the outcome of the external review meets the University's set standards shall the candidate be deemed to have met the School's recommendation criteria in the area of research/development. In such cases, the department-level faculty evaluation committee shall conduct a preliminary eligibility assessment after the external review. If the candidate passes this preliminary assessment, the case shall proceed to a secondary assessment by the College Faculty Evaluation Committee, which shall compile all promotion-related documents submitted by each department. Committee members must personally review the submitted materials within a designated time frame. During the college-level secondary assessment, the candidate shall be invited to attend and deliver a presentation.
 - (3) The candidate's performance in the area of teaching and the area of service and counseling shall be scored out of 100. For each candidate, 50% of the score shall be assigned by the department-level faculty evaluation committee, and the remaining 50% shall be assigned by the College Faculty Evaluation Committee. A combined score of 80 points or higher in each of the two areas shall be regarded as meeting the recommendation criteria. A combined score below 80 shall be regarded as insufficient for recommendation, and the candidate may not resubmit their application once it has been rejected.
 - (4) Only applications that meet the College's recommendation criteria in all three areas shall be submitted to the University Faculty Evaluation Committee for a final review and resolution.
3. Candidates whose promotion applications are not approved by either the College or University Faculty Evaluation Committee may not reapply. If the previously submitted works, including scholarly works, technical reports, creative works, and proof of achievements, were not approved during the review process, any subsequent application must include at least one additional or substituted work for external review.

Article 3 Nomination of external reviewers:

While reviewing the area of research/development, each department-level faculty evaluation committee shall recommend a list of at least 10 external reviewers. In

addition, the directors of the College and University Faculty Evaluation Committees may each recommend one to five additional candidates. After the College Faculty Evaluation Committee finalizes the list of nominees, the directors of the College and University Faculty Evaluation Committees shall jointly select five reviewers from among these nominees. The College Faculty Evaluation Committee shall then proceed with the external review process for the candidate's scholarly works, technical reports, creative works, and proof of achievements in accordance with the relevant regulations.

While the College Faculty Evaluation Committee is deliberating the list of external reviewers, committee members affiliated with the candidate's department are not required to recuse themselves. However, they must sign a confidentiality agreement in advance and strictly uphold all associated confidentiality obligations and responsibilities.

Article 4 Matters not covered in the Regulations shall be handled in accordance with the relevant provisions of the Ministry of Education, the University, and the School.

Article 5 The Regulations shall be implemented after being passed at the College Affairs Meeting, with any amendments subject to the same approval process.

Comparison of Amendments to the National Taiwan University of Science and Technology
Regulations on Faculty Promotion Review in the School of Management

Article	Original Provision	Amended Provision
Article 2, Paragraph 1, Subparagraph (1)	The faculty evaluation committee of each department shall conduct a preliminary review of the submitted materials to evaluate the candidate's qualifications in the three areas of teaching, service and counseling, and research/development. If the preliminary review concludes that the candidate does not meet the eligibility criteria, the current promotion application shall be canceled. If the candidate passes the preliminary review, the relevant documents shall be forwarded to the College Faculty Evaluation Committee for a secondary review.	The faculty evaluation committee of each department shall conduct a preliminary review of the submitted materials to evaluate the candidate's qualifications in the three areas of teaching, service and counseling, and research/development. If the preliminary review concludes that the candidate does not meet the eligibility criteria, the decision shall be documented for recordkeeping, and the current promotion application shall be canceled. If the candidate passes the preliminary review, the relevant documents shall be forwarded to the College Faculty Evaluation Committee for a secondary review.
Article 2, Paragraph 1, Subparagraph (3)	If the candidate does not pass the secondary review, the current promotion application shall be canceled. If the candidate passes the secondary review, the School shall proceed with external review procedures for the candidate's scholarly works, creative works, proof of achievements, and technical reports.	If the candidate does not pass the secondary review, the decision shall be documented for recordkeeping, and the current promotion application shall be canceled. If the candidate passes the secondary review, the School shall proceed with external review procedures for the candidate's scholarly works, creative works, proof of achievements, and technical reports.
Article 2, Paragraph 1, Subparagraph (4)	Newly added	Before the external review process, candidates who wish to withdraw their application—except in cases involving a formal report or discovery of ineligibility that disqualifies the candidate from withdrawal—must submit a written request to the faculty evaluation committee currently handling the

		review process. This request must be deliberated or reported by the committee and recorded for reference before any withdrawal is granted.
Article 2, Paragraph 1, Subparagraph (2)	If the outcome of the external review does not meet the University's set standards, the candidate is deemed to have not met the School's recommendation criteria in the area of research/development. In such cases, the department-level faculty evaluation committee shall cancel the current promotion application.	If the outcome of the external review does not meet the University's set standards, the candidate is deemed to have not met the School's recommendation criteria in the area of research/development. In such cases, the department-level faculty evaluation committee shall document the decision for recordkeeping and cancel the current promotion application.
Article 2, Paragraph 3	Newly added	Candidates whose promotion applications are not approved by either the College or University Faculty Evaluation Committee may not reapply. If the previously submitted works, including scholarly works, technical reports, creative works, and proof of achievements, were not approved during the review process, any subsequent application must include at least one additional or substituted work for external review.
Article 3	While reviewing the area of research/development, each department-level faculty evaluation committee shall recommend a list of at least 10 external reviewers. In addition, the directors of the College and University Faculty Evaluation Committees may each recommend one to five additional candidates. After the College Faculty Evaluation Committee finalizes the	While reviewing the area of research/development, each department-level faculty evaluation committee shall recommend a list of at least 10 external reviewers. In addition, the directors of the College and University Faculty Evaluation Committees may each recommend one to five additional candidates. After the College Faculty Evaluation Committee finalizes the list of nominees, the directors of the

	list of nominees, the directors of the College and University Faculty Evaluation Committees shall jointly select five reviewers from among these nominees. The College Faculty Evaluation Committee shall then proceed with the external review process for the candidate's scholarly works, technical reports, creative works, and proof of achievements in accordance with the relevant regulations.	College and University Faculty Evaluation Committees shall jointly select five reviewers from among these nominees. The College Faculty Evaluation Committee shall then proceed with the external review process for the candidate's scholarly works, technical reports, creative works, and proof of achievements in accordance with the relevant regulations. While the College Faculty Evaluation Committee is deliberating the list of external reviewers, committee members affiliated with the candidate's department are not required to recuse themselves. However, they must sign a confidentiality agreement in advance and strictly uphold all associated confidentiality obligations and responsibilities.
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