

Contract for Contract-based Teaching Personnel of National Taipei University of Business

Approved at the 3rd meeting of the University Endowment Fund Management Committee for Academic Year 2010 on August 19, 2010
Amended Articles 1 to 3 and 5 to 11 at the 2nd meeting of the University Endowment Fund Management Committee for Academic Year 2019 on May 16, 2019, effective August 1, 2019
Amended Articles 5, 6, 8, and 10 at the 3rd meeting of the University Endowment Fund Management Committee for Academic Year 2020 on December 3, 2020, effective August 1, 2021
Amended Articles 10 to 12 at the 4th meeting of the University Endowment Fund Management Committee for Academic Year 2022 on August 31, 2022, retroactive to August 1, 2022
Amended Articles 3, 5, and 10 to 13 at the 4th meeting of the University Endowment Fund Management Committee for Academic Year 2023 on November 27, 2023, effective February 1, 2024

National Taipei University of Business (hereinafter Party A), in response to needs in teaching, research, guidance, and service and to utilize staffing effectively, hereby appoints _____ (hereinafter Party B) as a ☐ Teaching track ☐ Industry–Academia track ☐ Research track teacher at the _____ rank pursuant to the “Guidelines for the Appointment of Contract-based Teaching Personnel of National Taipei University of Business,” and the parties agree to the following terms:

1. Appointed at the _____ rank as _____. Salary shall be pegged to the pay scale for teachers at the _____ rank, at a monthly amount of NT\$ _____.
2. Term of appointment: from _____ year _____ month _____ day to _____ year _____ month _____ day.
 - ☐ Teaching track: personnel who support university-wide, interdisciplinary, or General Education courses, or are engaged to meet instructional needs with corresponding funding in place.
 - ☐ Industry–Academia track: personnel who primarily execute industry–academia projects and assist with instruction.
 - ☐ Research track: personnel who primarily execute research projects, publish papers, and assist with instruction.
3. Upon expiration of the appointment term, this contract terminates automatically, and Party B shall separate unconditionally. If the relevant project fails to obtain funding or is discontinued for any reason, the appointment shall terminate.
4. Workdays: Party B shall be on campus five days per week and shall participate in student advising and guidance.
5. Weekly teaching hours shall comply with the University’s Guidelines for the Calculation of Teaching Hours for Faculty:
 - (1) Teaching track: the basic teaching load for full-time faculty of the same rank plus six hours (including hours taught in the day program and the Division of Continuing Education).
 - (2) Industry–academia track and research track: the basic teaching load for full-time faculty of the same rank (including hours taught in the day program and the Division of Continuing Education); may concurrently serve as a level-2 administrative supervisor, serve as a member of meetings and committees at all levels, attend meetings, and may have their teaching load reduced in accordance with the regulations.
6. Performance evaluation shall meet the following key performance indicators:
 - (1) Industry–academia track (choose one):
 1. After appointment, each year serve as a co-principal investigator or co-investigator of an industry–academia collaboration project, with project

funding reaching NT\$1.2 million.

2. After appointment, each year serve as principal investigator of an industry–academia collaboration project, with project funding reaching NT\$300,000.
3. The achievement ratios under item (1) and item (2) may be summed to reach 100%. Calculation of the ratio: project funding as co-PI or co-investigator divided by 1.2 million, plus project funding as PI divided by 300,000.
- (2) Research track: after appointment, publish at least two conference papers per year and submit journal papers to Web of Science (WOS)–indexed journals or TSSCI (Level 1 and Level 2) or THCI (Level 1 and Level 2) journals, with at least one paper accepted for publication per year.
7. Leave and attendance for contract teaching personnel shall be handled in accordance with the regulations applicable to the University’s full time faculty. Appointees shall enroll in Labor Insurance and National Health Insurance pursuant to applicable regulations, and contributions to the Labor Pension shall be made in accordance with the Labor Pension Act. For foreign nationals, separation savings shall be contributed in accordance with the Regulations Governing the Payment of Separation Savings for Employees Hired by Government Agencies and Schools.
8. Contract teaching personnel may not hold full time positions or teaching assignments outside the University. Any part time employment or part time teaching shall comply with applicable laws and shall be submitted in advance to the University in writing for approval. However, those concurrently holding administrative positions are subject to the Civil Service Service Act and, mutatis mutandis, the Civil Servants Administrative Neutrality Act.
9. During the contract term, Party B agrees to accept work assignments from Party A and to comply with all of Party A’s regulations. If Party B intends to resign before the expiration of the term, Party B shall notify Party A in writing at least one month prior to the intended effective date and state the reasons.
10. If, upon expiration of the term of appointment, a contract teaching staff member is not reappointed and none of the circumstances specified in Items 6 and 7 of the “Principles for Employing Full-time Teaching Staff Outside the Establishment at Junior Colleges and Institutions of Higher Education” applies, an allowance shall be paid by reference to Article 12 of the Labor Pension Act, calculated on the basis of the appointee’s years of service at the University at one half of the average monthly salary for each full year of service, with partial years paid on a pro rata basis, up to a maximum of six months of the average monthly salary.
11. If Party B believes that any measure taken by Party A concerning Party B is unlawful or improper and thereby infringes upon Party B’s rights and interests, Party B may, depending on the nature of the matter, seek relief by initiating labor management dispute proceedings or other relevant legal action in accordance with applicable laws.
12. Matters not covered herein shall be handled in accordance with the University’s “Guidelines for the Appointment of Contract Teaching Personnel,” the Ministry

of Education's "Principles for Employing Full-time Teaching Staff Outside the Establishment at Junior Colleges and Institutions of Higher Education," and the relevant provisions of applicable project plans.

13. This Contract is executed in four counterparts, with one counterpart held by each party and the remaining counterparts retained and forwarded by Party A.

Contracting Parties	Party A:	National Taipei University of Business	
		Address: No. 321, Section 1, Jinan Road, Zhongzheng District, Taipei City	
		Representative:	(Seal/Signature)
		Unit Supervisor:	(Seal/Signature)
	Party B:		(Seal/Signature)
		Address:	
		Identification Card (Passport)	
		Number:	

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