

# **NTUB Regulations Governing the Joint Appointment of Full-time Faculty Teachers**

Approved at the 2nd University Affairs Council meeting of the 2nd semester of Academic Year 2012 on June 6, 2013

Approved name change at the 2nd University Affairs Council meeting of the 2nd semester of Academic Year 2013 on June 5, 2014

Amended Points 1 and 5 were approved at the 1st University Affairs Council meeting of the 1st semester of Academic Year 2019 on December 19, 2019.

1. To enhance the sharing of teaching and research resources among academic units and to promote integrated development across units, National Taipei University of Business (hereinafter “the University”) hereby establishes the “Implementation Guidelines for Joint Appointments of Full-Time Faculty at National Taipei University of Business” (hereinafter “these Guidelines”).
2. Joint appointments within the University are limited to two units and shall be distinguished as the principal appointing unit and the secondary appointing unit.
3. Joint appointees shall be limited to the University’s full-time faculty members. The unit that originally holds the authorized faculty line is the principal appointing unit, and the unit that does not hold the line is the secondary appointing unit. With the consent of both the principal and secondary appointing units, the position may be split equally, with each unit holding one-half of the position
4. The rights and obligations of jointly appointed faculty are as follows:
  - (1) At the principal appointing unit, a jointly appointed faculty member shall teach no less than one half of the required weekly teaching hours for the academic year.
  - (2) At the secondary appointing unit, a jointly appointed faculty member has duties to participate in teaching, research, or service.
  - (3) Research projects, overseas study or training, and leaves for jointly appointed faculty shall be proposed by the principal appointing unit, which shall also inform the secondary appointing unit.
  - (4) Jointly appointed faculty may supervise graduate theses at both the principal and secondary appointing units.
  - (5) Jointly appointed faculty shall participate in meetings, committees, and administrative affairs of the principal appointing unit. They have the right to take part in the affairs of the secondary appointing unit but shall not serve on its committees or hold administrative posts there, and shall not participate in elections of the secondary appointing unit.

The appointing units may make additional arrangements, provided they do not contravene the foregoing principles.

5. The initial joint appointment of a faculty member, as well as any subsequent renewal thereof,

shall be applied for in writing by the secondary appointing unit to the principal appointing unit. Upon review and approval by the Faculty Evaluation Committee(s) of the relevant department(s) (or division), institute, and degree program of both appointing units, and by the Faculty Evaluation Committee of the college (or center, office), the principal appointing unit shall, in accordance with administrative procedures, submit the case to the Office of Academic Affairs and the Personnel Office for processing and then to the President for approval. The case shall thereafter be submitted to the University Faculty Evaluation Committee for record. If either party wishes to withdraw from the joint appointment, the request shall be made in coordination with the semester system so as not to affect teaching. When the joint appointment term expires and is not renewed, the faculty member shall revert to the principal appointing department (or division), institute, degree program, center, or office.

6. Matters concerning evaluation, promotion, teaching assessment and service performance, advanced study, research leave, leave without pay, secondment, suspension, dismissal, non-renewal, and extension of service for jointly appointed faculty shall be handled by the principal appointing unit in accordance with relevant regulations, and the secondary appointing unit shall be informed.
7. With the consent of both the principal and secondary appointing units and approval by the President, the faculty member shall be jointly appointed for a term of one year each time, with the possibility of renewal at the end of the term.
8. These Guidelines shall be implemented after approval by the University Affairs Council and the President. Amendments shall follow the same procedure.