

Foreign Teacher Recruitment Guidelines

I. Recruitment:

For the recruitment of full-time teachers, the University shall, pursuant to the University Act, the Teachers' Act, the Teaching Staff Recruitment Act, and the Act on the Qualification of Teachers at Junior Colleges or Above, stipulate the rules of recruitment and employment; related recruitment announcements shall be published in public media or academic journals in accordance with the regulations and procedures of the University; the recruiting department shall submit candidates to the Teacher Evaluation Committee of the related faculty, school or the University for evaluation and approval, and then to the president who decide on the employment.

Employed full-time teachers shall, based on the post specifications of the University, be classified as certified full-time teachers or non-certified full-time teachers, and have the title Lecturer, Assistant Professor, Associate Professor, or Professor. The basic requirements for recruitment are that the candidate must have a doctoral degree, and, if applying to teach teaching any professional or technical course, must have at least one year of practical experience in teaching such course.

To enhance international mobility and promote international exchange, in accordance with the University Act and other relevant regulations, the University has set up lectures and established rules on the recruitment of visiting professors to recruit outstanding instructors from home and abroad to give lectures or engage in guest teaching to expand students' international vision.

II. Work permit and residence:

The recruiting department shall apply for work permits from the competent authorities on behalf of new teachers, and, after they have entered Taiwan, assist them in applying for residence at the Immigration Agency and arrange work permits and relevant documentation so they obtain legal employment in Taiwan.

When renewing teachers' employment, the recruiting department shall also apply for work permits from the competent authority in accordance with the above procedure, and assist them in completing formalities, such as renewing residence permits with the Immigration Agency.

III. Salary:

The salary of full-time teachers shall be graded and specified in accordance with the Teachers' Treatment Act and the Regulations for the Calculation and Determination of Pre-Service Annual Salary, and shall be raised each year based on teaching performance, up to the annual salary limit for their title.

To recruit excellent teachers to the University, if any new full-time teacher meets our flexible salary criteria, the recruiting department and the teacher shall negotiate and agree on a flexible salary within 80% of the specified salary limit, which shall be approved by the Teacher Evaluation Committees at all

levels and reviewed by the president, and then applied for three years from the date of employment.

To retain any excellent full-time teachers currently employed at the University, any full-time teacher who meets the criteria for special term professors, outstanding instructors, or outstanding counseling and serving teachers, or have been granted technology R&D awards or an award of the central government, may apply for flexible pay in accordance with the relevant procedures, and shall be granted flexible pay as a reward after the application has been discussed and approved in the evaluation meeting under these procedures and reviewed by the president.

IV. Social security:

Based on the specifications of the posts at the University, relevant social security shall be provided for teachers to ensure insurance and compensation after retirement.

Certificated full-time teachers shall be provided with medical insurance under the National Health Insurance Act, and public insurance under the Insurance Act for Staff of Public Education Institutions, paid a subsidiary, and have retirement formalities completed in accordance with the Pension and Severance Pay Act for Staff of Public Education Institutions.

Non-certificated full-time teachers shall be provided with medical insurance under the National Health Insurance Act, and labor insurance under the Labor Insurance Act, and, where applicable, paid a pension, and have retirement formalities completed in accordance with the Labor Pension Act. Those to whom the Labor Pension Act does not apply shall be paid a severance package under the Act on the Payment of Severance Packages for Dismissal from Institutions and Universities.

Full-time foreign teachers who are not eligible for public, labor or other health insurance as stated above due to their entry permit may choose to acquire comprehensive insurance for international technical cooperators and pay thirty-five percent of the insurance premium themselves.

V. Service

Teachers shall be evaluated in accordance with the University Act with respect to their teaching, research, instruction and service performance, and such evaluation shall be used as the benchmark for promotion, or renewal, suspension or termination of employment.

All teachers shall work the basic teaching hours; the weekly basic teaching hours and any under-time/over-time teaching hours shall be calculated in accordance with the Rules on the Scheduling and Calculation of Basic Teaching Hours of Full-Time and Part-Time Teachers.

No teacher may enter into a contract with any other institution or organization without prior approval from the University's administration department. Any teacher's part-time service or lecturing outside the University must be subject to the Criteria of External Part-Time Service by Full-Time Teachers of Public Universities and Colleges of All Levels, and shall only be engaged in after

applying and approval in advance according to the procedure under the Rules of Part-Time Service or Lectures by Full-Time Teachers of the University.

Teachers should respect gender equality, abide by the code of teacher-student conduct and the code of professional ethics, and observe the relevant provisions of Articles 7 and 8 of the Guidelines for the Prevention and Treatment of Sexual Assault, Harassment and Bullying on Campus to protect students' right to education and personal safety.

All teachers shall carry out their teaching, research, instruction and service activities in full accordance and compliance with our code of professional ethics. Any case of violation of the code of ethics by any teacher and confirmed by the Teacher Professional Ethics Committee of the University, shall be submitted to the president for review and handled by the Teacher Evaluation Committee.

VI. **Administrative support and welfare:**

All full-time teachers shall be equipped with a research laboratory, and newcomers shall be granted a subsidy to procure research equipment. A recreation and leisure allowance and a birthday gift coupon shall be offered annually. Certificated full-time teachers shall also be granted various living allowances, including children's education subsidy, marriage allowance, birth allowance and funeral allowance.

For any new recruit that is deemed an outstanding talent and is eligible for our flexible salary criteria and lives outside the central region, the recruiting department may take the initiative to offer accommodation and expenses for relocation and housing allowance. Where any foreign scholar is recruited to give lectures or teach at the University, assistance with the education of his/her children shall be provided, and a one round-trip air ticket offered respectively to the scholar and his/her spouse and immediate family members from their residence to the destination.

VII. **Relief:**

Depending on the specifications of the post at the University, proper relief shall be applied for disputes.

Certificated full-time teachers may file an appeal for any damage to their rights and interests resulting from any illegal or improper individual action of the regulatory authority or the University; or in accordance with the Administrative Litigation Act, file a administrative proceeding against an invalid administrative sanction, or against a judgment on appeal filed under the Administrative Appeal Act.

Non-certificated full-time teachers may file a labor dispute or relevant lawsuit and claim relief for any damage to their rights and interests resulting from any illegal or improper individual action of the University.