

Taipei Medical University

Professor and Associate Professor Sabbatical Regulations

Taipei Medical University, 2011.10.26 Modified

- Article 1 The faculty members who have served at the Taipei Medical University for more than 7 years as a full-time professor, or have served as a professor and an associate professor for more than 10 years, and performed excellent at work, shall be granted a year of sabbatical leave upon approval of the president as long as there is a proper substitute of the position. The applicants can apply for either a one-year or two half-year sabbatical leaves with pay (restricted to the base pay and research fund). Advanced studying, business traveling, lecturing, researching, temporary transferring, sick and personal leave for more than half year are not to be counted into the requiring seniority for sabbatical leave.
- Article 2 The applicant applying for sabbatical leave shall meet the following requirements:
- (1) Has received more than two research projects funded by government organizations in the past three years and has been the principal investigator of the projects.
 - (2) Has published more than five SCI, SSCI, A&HCI, THCI (Core), or TSSCI papers as a first or corresponding author in the past 3 years. Obtaining a utility patent abroad or a technology transfer worth more than NTD 20,0000 is equally authentic as publishing a paper; however, the substitution can only be applicable twice.
- Article 3 The number of applicants in each department (each department of the school of medicine) shall not exceed 15% of the number of faculty members in the department; number less than one is counted as one person. The number of applicants plus the number of those who take a leave without pay (advanced research, temporary transfer, parental leave, etc.) shall not exceed 40% of the number of faculty of each unit. The courses taught by the faculty members of sabbatical leaves will be assigned to other faculty members at TMU. No additional personnel quota shall be available.

- Article 4 The application for sabbatical leave shall be submitted six months prior to the beginning of each semester, with a detailed research plan and a consent letter from the institution to be visited. After acquiring the approval of faculty evaluation committees of two levels (The school of medicine shall be of three levels), the application will be submitted to the President for final approval. Each committee member shall evaluate the applicants according to the need of the University's future development, the applicant's contribution to the school, the operational capability of his/ her departments, and whether the research plan is academic-related.
- Article 5 Those who receive a year of sabbatical leave can choose to divide it into two half-year leaves. The divided leaves shall be taken within two years.
- Article 6 All sabbatical leave arrangements approved by the University carry the restriction that the faculty member is not permitted to engage in any form of regular academic or other employment to supplement the sabbatical salary, except teaching at a continuing education program. However, a member of the faculty is entitled to supplement the salary provided by the University during the period of leave with funding provided by an external sponsor for research and related activities (such as teaching, industrial-academic cooperation), in an amount approved by the sponsor, so long as the total compensation is no more than the full base salary and the leave otherwise comports with the terms and conditions of the award.
- Article 7 If the administrative position of the faculty members of approved leave is in the nature of selection, the substitute staff will be responsible for his/her duties. If it is in the nature of designation, his/her duties will be handled according to the school administrative procedures.
- Article 8 At least seven years must elapse between consecutive sabbaticals. After completing the sabbatical leave, the faculty members shall continue to serve at the University for at least the same length of time of the previous sabbatical before resignation or retirement.

- Article 9 Those who have been approved to domestic or overseas study shall not apply for sabbaticals during the period of returning to school to perform their service obligations. Professors and associate professors of extended retirement age shall not apply for sabbaticals during the extension of their services.
- Article 10 The faculty member shall deliver a public speech regarding the result of the sabbatical research on a college level and submit a detailed written report within a month after the end of a sabbatical leave.
- Article 11 The Regulations have been ratified and enacted by the University Meeting; all amendments shall be made according to the aforementioned procedure.