

Taipei Medical University Appointments, Reappointments and Promotions in the Professoriate

Taipei Medical University, 2017.04.18 Modified

Article 1. For ensuring the smooth procedures at appointment, facilitating faculty promotion in academic development, and guaranteeing teachers' rights, hereby is Taipei Medical University New Appointments Search Committee Policies and Regulations (hereafter the Regulations).

Article 2. TMU appointment and promotion have to meet one of the following standards:

1. Instructors:

- a. With a MOE issued instructor's certificate.
- b. With a master's degree, outstanding academic grades in domestic or overseas universities or graduate institutes.
- c. With a bachelor's degree, having assisting teaching or research programs at least 4 years, of excellent grades, and publications.
- d. With a bachelor's degree, have worked in related fields or sciences at least 6 years, of excellent grades, and publications.

2. Assistant Professor:

- a. With a MOE issued assistant professor's certificate.
- b. With a doctoral degree, outstanding academic grades in domestic or overseas universities or graduate institutes.
- c. Being an instructor at least 3 years, of excellent grades, and publications.
- d. With a master's degree, have worked in related fields or sciences at least 6 years, of excellent grades, and publications.
- e. Graduated from the department of Medicine, Chinese Medicine, or Dentistry, and have clinical experiences for at least 9 years, among which at least 4 years as an attending physician in the medical center, of excellent grades, and publications.

3. Deputy Professor:
 - a. With a MOE issued deputy professor's certificate.
 - b. Being an assistant professor at least 3 years, of excellent grades, and publications.
 - c. With a doctoral degree, have worked in related fields or sciences at least 4 years, of innovation or invention, significant contribution or publications.
4. Professor:
 - a. With a MOE issued professor's certificate.
 - b. Being a deputy professor at least 3 years, of excellent grades, and publications.
 - c. With a doctoral degree, have worked in related fields or sciences at least 8 years, of innovation or invention, significant contribution or publications.

Article 3. There are multi accesses for TMU faculty promotion, including research-track, teaching-track, and industry application track.

1. Applicants for research-track promotion are dependent upon academic publication.
2. Applicants for teaching-track promotion are dependent upon academic publication or teaching practice reports. Academic publication refers to education/teaching related journals or editing and publishing education/teaching related books. For deputy professor and assistant professor promotion, in addition to the above conditions, a practice report on education/teaching (with innovation, being reviewed and presented at a seminar with formal reviewing procedure, and has finished the teaching practice report) also meets the promotion criteria. The practice report should include: teaching philosophy, theoretical foundation, teaching/learning theme, teaching methodology and pedagogical implication. The review committee will evaluate and calculate the points, and submit to all levels of evaluation committees. The guideline of teaching review committee will be announced otherwise.
3. Applicants for industry application track promotion can use technical reports to replace a specific publication if
 - a. It is of patents or innovation.

- b. A case study on professional technology or management, with analytical comprehension or unique contributions.
- c. Research on the improvement of industry-academy cooperation.
- d. When it is a technical report instead of a publication, the report to be reviewed should be a full paper, including research philosophy, theoretical foundation, theme content, methodology and contribution.

Article 4. The basic criteria of faculty promotion includes

- 1. Academic research. Duration between the appointment and the promotion is within 5 years (the College of Humanities and Social Sciences, and the Center of General Education are regulated independently), and should meet the following criteria:
 - a. Teachers of different ranks (the College of Humanities and Social Sciences and the Center of General Education are regulated independently) must be the first author or corresponding author for at least the number as follows:

Application Rank	Number of Papers	Number of Projects
Professor	5	3
Deputy Professor	3	2
Assistant Professor	2	0

note :

- 1. IF ≥ 5 papers can be counted as 2 pieces; IF ≥ 10 papers can be counted as 3 pieces ; IF ≥ 20 papers can be counted as 5 pieces.
- 2. The above numbers do not apply to newly appointed foreign teachers and medicine related faculty.
- 3. Research projects include: government organizations, allied hospitals or external research projects, industry-academy cooperation plans from The National Health Research Institutes (NHRI). Industry-academy cooperation plan total above NT 500,000 is considered as one government plan, and this condition can only be applied once.
- 4. “Number of papers” and “number of projects” can be counted together.

- b. Teachers of different ranks should meet the following standard points (the College of Humanities and Social Sciences, the Center of General Education are regulated independently).

Category	Department	Professor	Deputy Professor	Assistant Professor	Instructor
A	1. Dept. of Medicine 2. Graduate Institute of Medical Sciences 3. Graduate Institute of Clinical Medicine 4. International Master/PH.D. Program in Medicine 5. Doctoral Program in Cell Therapy and Regeneration Medicine 6. College of Pharmacy 7. Dept. Of Public Health (except Unit of Community Health) 8. Graduate Institute of Injury Prevention and Control 9. College of Medical Science and Technology (full-time faculty and part-time teachers) 10. College of Biomedical Engineering 11. Dept. of Nutrition and Health Sciences (except Unit of Community Nutrition Sciences)	600	450	300	200
B	1. Dept. of Clinical Medicine 2. Dept. of respiratory Therapy 3. College of Oral Medicine 4. School of Dental Technology 5. School of Oral Hygiene 6. College of Pharmacy (co-appointment or employed as TMUH, intern hospital or pharmacy clinical services) 7. College of Nursing 8. Dept. of Public Health (Unit of Community Health) 9. Master Program in Global Health and Development 10. Dept. of Nutrition and Health Sciences (Unit of Community Nutrition) 11. Dept. of Medical Technology (industry, government and part-time teachers in the hospital)	450	350	250	150
C	1. College of Humanities and Social Sciences 2. Center of General Education	300	200	150	100

2. Candidates for teaching-track promotion need to be full-time faculty or physicians in the affiliated hospital, and meet the following criteria within five years after the

previous appointment.

- a. Meeting one of the criteria:
 - (a.)Of teaching-type qualification
 - (b.)As affiliated hospital attending physician in teaching, or is the program director.
 - (c.)With school level or college level awards in teaching.
- b. The lowest points for teacher promotion of different ranks in teaching-track: professor 450 points, deputy professor 350 points, assistant professor 250 points.
 1. Candidates for promotion in industry application need to be full-time faculty or physicians in the affiliated hospital, and meet the following criteria within five years after the previous appointment.
 - a. Meet one of the following criteria:
 1. Invention Patent transferring profit standard: NT. 1,000,000 for promoting to the rank of deputy professor; NT. 2,000,000 to the professor.
 2. Non-Invention Patent transferring profit standard: NT. 3,000,000 for promoting to the rank of deputy professor; NT. 8,000,000 to the professor.
 3. Industry-academy cooperation profit standard: NT. 8,000,000 for promoting to the rank of deputy professor; NT. 15,000,000 to the professor.
 - b. the lowest points for teacher promotion of different ranks in industry application track: professor 450 points, deputy professor 350 points.

Article 5. When two-thirds votes of the faculty evaluation committee with two-thirds number of member presence approve the academic outstanding contribution, this result will be submitted to MOE to process.

Article 6. For campus affairs development, based on the Regulation of University Evaluation, the School can newly appoint or re-appoint tenured professors above 65 years old, as long as they are of excellent performance in teaching or research, and is under 75 years old. They can serve the administration needs, and the quota is no more than 3 percentages of the full-time faculty members.

Above mentioned reappointment should abide by Professor Extension Appointment Regulations, Clause No. 4. New appointment shall

meet the following:

I. basic criteria:

1. healthy and capable of teaching
2. excellence in teaching or research

II. for special criteria, it shall abide by at least one of the following:

1. member of the Academia Sinica, or national science society in other countries.
2. host of national forum
3. being awarded at least three times of MOE scholarship or of the Ministry of Science.

Article 7. Faculty appointment and promotion is governed the school's faculty quota.

Article 8. New appointment are reviewed by college level faculty evaluation committee, and approved by school level faculty evaluation committee, and appointed by President. Those without teacher's certificate will be reported to MOE to issue the certificate. Faculty in the Department of Medicine should also be approved by the department level of faculty evaluation committee. The Center of General Education faculty evaluation committee is equal to the college level.

Article 9. New appointment of visiting faculty is regulated otherwise. When the appointment is changed into a full-time line, it shall also observe the school's full-time appointment regulations.

Article 10. New appointment and promotion should be companied with department level (Medicine only), college level regulations, regarding the teacher's teaching, research/industry-academy, service requirements. The regulations shall be discussed by the department, college, and school the three levels' committees one by one, and then approved and announced by President.

Article 11. If a current teacher wants to apply by "with degree, and have worked in major-related research, profession or job seniority", he/she must be resolved when it is new appointment, and then the appointment can be changed. Full-time faculty must abide by the school's promotion regulations.

Article 12. Promotions are reviewed by college level faculty evaluation committee, and approved by school level faculty evaluation committee, and appointed by President. Those without teacher's certificate will be reported to MOE to issue the certificate. Faculty in the Department of Medicine should also be approved by the department level of faculty evaluation committee.

Article 13. Thirteen. New appointment procedures are as following:

一、decisions at the department level (Medicine only) faculty evaluation committee:

- (一) Department dean review opinions
- (二) initial review on new appointment and promotion regarding the applicant's research/industry-academy, service requirements has to be approved before sending to the college level committee.
- (三) those with negative results are notified with reasons by the department level of faculty evaluation committee to the applicant.

二、decisions at the college level faculty evaluation committee:

- (一) Department dean review opinions
- (二) promotion speech: decided and regulated by the primary college.
- (三) colleges should have regulations on promotion regarding the applicant's research/industry-academy, service requirements has to be approved before sending to the school level committee.
- (三) those with negative results are notified with reasons by the college level of faculty evaluation committee to the applicant.

三、decisions at the school level faculty evaluation committee:

- (一) school-level committee should have comprehensive review on the applicant's research/industry-academy service results, and get approval (with two-thirds of the present members approval votes) before processing external referees.
- (二) Academic publication reviews
 1. Review by degree dissertation: four external referees and then to the school level faculty evaluation committee. If at least 3 of the referees approve, then the decision is positive, unless facts which are capable of fact-changing happen. The review grid is as Appendix 1.
 2. Review by publication/technical report/teaching practice report: five external referees and then to the school level faculty evaluation committee. If at least 4 of the referees approve, then the decision is positive, unless facts which are capable of fact-changing happen. The review grid is as Appendix 2-4.
 3. The external referee full points are 100. For promotion to be professor or deputy professor, the criteria is 80; For promotion to be assistant professor, the criteria is 75; For promotion to be instructor, the criteria is 70. When it is below the standards, it is viewed as negative result.
- (三) Those with negative results are notified with reasons by the school level of faculty evaluation committee to the applicant.

Article 14. The seniority of promotion is based on the stated date of teacher's certificate.

Article 15. New appointment or promotion via publication review should abide by the following:

Article 16.

1. Duration for candidates for new appointment or promotion in academic publication is within 5 years (the college of humanities and social sciences、the center of general education are regulated independently) starting from the previous rank to the application date. The published paper should have offprints; if it is not published yet, there need to be an acceptance letter.
2. Applicants for new appointment or promotion via academic publication should be the first author, or corresponding author. If it is co-authored, a statement from the co-author needs to be attached.

Article 17. New appointment and promotion via academic review is regulated in department level (medicine only), and college level. The evaluation committee is composed by four to five external referees. The external referee guideline is regulated otherwise. The promotion applicant can provide a list of recuse names, and

submit to the school level evaluation committee via the college dean.

Article 18. No. Seventeen. The promotion review via academic publication is governed by the principle of hierarchy. Therefore, if any of the committee members and the applicant are level three blood relatives or relatives in law, or are with any de facto interests conflict, after the decision of two thirds (including) of the faculty evaluation committee members, the relatives shall recuse.

Article 19. No. Eighteen. If any objection to the review results, the applicant can appeal the case or file a second review.

Article 20. No. Nineteen. After the approval of the promotion, the result should submit to MOE for approval. Unless it is not the applicant's responsibility, a delayed delivery or negative result will cause an invalid promotion, and should re-start the whole procedure.

Article 21. The Regulations will be announced after the administration meetings, as well as any changes

Appendix I TMU Faculty Degree Dissertation Review Grid (A)

Rank/position		Name		College/Department	
Dissertation Title					
Review Opinions (this sheet is only for the school review. Please type and state between 100 ~ 300 words)					
<p>points includes : research topic, word and structure, methodology and references , academic or application value.</p> <p>【 *Note : Within five years, an overall academic and professional achievement can also count 】</p> <p>Rank Points : Assistant Professor : 75 points ; instructor : 70 points</p>					
Total points		Result (please check)	Review Level		
			Approved		
			Disapproved		
Referee Signature		Review date	Year	Month	Day

※review standard : 1. Deputy professor: concrete contribution and continuous publication in academic areas.

2. Assistant Professor: publication equals to a dissertation standard and can research independently.

3. Instructor : with publications of Master's dissertation standard.

※notice : 1. compiling 、 adding or deleting 、 composed or editing others' writing cannot be valid material in the review.

2. Education Staff Appointment Regulation 30:1 states that a deputy professor promotion can use doctoral dissertation; but it still needs to meet a modified ranking standard as a deputy professor.

TMU Faculty Degree Dissertation Review Grid (B)

Rank/ Position		Name		Dept./ College	
Review Opinions (This sheet is only for the candidate. It is a public file. Typing is preferred.)					
advantage			disadvantage		
<input type="checkbox"/> innovative content <input type="checkbox"/> result of academic value <input type="checkbox"/> result of practical value <input type="checkbox"/> good research ability <input type="checkbox"/> discreet and abundant materials <input type="checkbox"/> excellent result within 5 years others :			<input type="checkbox"/> no innovative content <input type="checkbox"/> poor result of academic value <input type="checkbox"/> poor result of practical value <input type="checkbox"/> poor research ability <input type="checkbox"/> poor academic paper format <input type="checkbox"/> poor analysis <input type="checkbox"/> incomplete content <input type="checkbox"/> violation of academic ethics <input type="checkbox"/> involving plagiarism (state in the review grid) others :		

Appendix II

Rank/ Position		Name		Dept./ College	
r					

Review Opinions (this sheet is only for the school review. Please type and state between 100–300 words.)

Representative work and evaluation standard	overall concrete individual academic and teaching practices results for promotion within the 5 year-term or counted from previous rank to the application	total rank and standard : professor 80% deputy professor 80% assistant professor 75% insturctor 70%
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item	topic	methodology and ability	academic and practical contribution		
	professor 5% deputy professor 10% assistant professor 20% insturctor 25%	professor 10% deputy professor 20% assistant professor 25% insturctor 30%	professor 35% deputy professor 30% assistant professor 25% insturctor 25%	professor 50% deputy professor 40% assistant professor 30% insturctor 20%	

points					
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result (check)	intending rank for the view	Referee signature	12	Review date	Year month day
	approval				
	disapproval				

TMU Faculty Scholarly Writing Review Grid (A)

- ※review standard :
1. professor: unique contribution and continuous publication in academic areas.
 2. deputy professor: concrete contribution and continuous publication in academic areas.
 3. Assistant Professor: publication equals to a dissertation standard and can research independently.
 4. Instructor: with publications of Master's dissertation standard.

- ※Notice :
1. Compiling, adding or deleting, composed or editing others' writing cannot be valid material in the review.
 2. Degree dissertation or part of the dissertation cannot be review material. Nevertheless, if the dissertation has not been used for any teaching qualification review yet, or the dissertation is a continuous research, of innovative values, then after the publication and explanation, the referees may take into consideration
 3. Representative work (result) is included in "overall concrete individual academic and teaching practices results for promotion within the 5 year-term or counted from previous rank to the application).

TMU Faculty Scholarly Writing Review Grid (B)

Rank/ Position		Name		Dept./ College	
<p>Review Opinions (this sheet is only for the candidate. It is a public file. Typing is preferred.)</p>					
advantage			disadvantage		
<input type="checkbox"/> solid content and innovative viewpoint <input type="checkbox"/> good result of academic value <input type="checkbox"/> good result of practical value <input type="checkbox"/> good research ability <input type="checkbox"/> abundant material and good organization <input type="checkbox"/> excellent research result within 5 years others :			<input type="checkbox"/> no innovative viewpoint <input type="checkbox"/> poor result of academic value <input type="checkbox"/> poor result of practical value <input type="checkbox"/> poor research ability <input type="checkbox"/> poor research grades in 5 years <input type="checkbox"/> week methodology and theory basis <input type="checkbox"/> not matching the academic paper format <input type="checkbox"/> lack of deep analysis <input type="checkbox"/> incomplete content <input type="checkbox"/> violation of academic ethics <input type="checkbox"/> involving plagiarism or violation of ethical issues (please state in the opinion grid) others :		

Appendix III

TMU Faculty Teaching Practice Review Grid (A) Teaching Practice

Rank/ Position		Name		Dept./ College	
representative work/results					
Review Opinions (This sheet is only for the school review. Please type and state between 100 – 300 words)					

Representative work and evaluation standard				overall concrete individual academic and teaching practices results for promotion within the 5 year-term or counted from previous rank to the application	total rank and standard : professor 80% deputy professor 80% assistant professor 75%
item	teaching research topic and theory organization professor 20% deputy professor 10% assistant professor 5%	Data presentation and analysis professor 25% deputy professor 20% assistant professor 10%	concret contribution professor 25% deputy professor 30% assistant professor 35%	professor 50% deputy professor 40% assistant professor 30% insturctor 20%	

points					
result (check)	intending rank for the view		Referee signature		Review date
	approval				
	disapproval				
					Year month day

review standard review standard : 1. Professor: concrete contribution and continuous publication in academic areas.

2. Deputy Professor: concrete contribution and continuous publication in teaching areas.

3. Assistant Professor: publication equals to a dissertation standard and can research independently.

- ※notice :
1. compiling 、 adding or deleting 、 composed or editing others' writing cannot be valid material in the review.
 2. Representative work (result) is included in “overall concrete individual academic and teaching practices results for promotion within the 5 year-term or counted from previous rank to the application).

TMU Faculty Teaching Practice Review Grid (B) Teaching Practice

Rank/ Position		Name		Dept./ College	
Review Opinions (This sheet is only for the candidate. It is a public file. Typing is preferred.)					
advantages			disadvantages		
<input type="checkbox"/> excellent teaching practices <input type="checkbox"/> innovative teaching design <input type="checkbox"/> comprehensive content and form <input type="checkbox"/> good pedagogy <input type="checkbox"/> continuous teaching result <input type="checkbox"/> positive learning effect in pedagogical plans <input type="checkbox"/> winner of internal 、 external honors <input type="checkbox"/> innovative pedagogy <input type="checkbox"/> chacacteristic teaching plan <input type="checkbox"/> excellent teaching practice philosophy <input type="checkbox"/> excellent theoretical bases <input type="checkbox"/> good teaching result and contribution <input type="checkbox"/> others :			<input type="checkbox"/> without excellent teaching practices <input type="checkbox"/> without excellent teaching practices <input type="checkbox"/> incomplete content and form <input type="checkbox"/> poor pedagogy <input type="checkbox"/> non-continuous teaching result <input type="checkbox"/> poor learning effect in pedagogical plans <input type="checkbox"/> without innovative pedagogy <input type="checkbox"/> lacking characteristic teaching plan <input type="checkbox"/> poor teaching practice philosophy <input type="checkbox"/> poor theoretical bases <input type="checkbox"/> teaching result and contribution to peers and school <input type="checkbox"/> involving plagiarism or violation of ethical issues (please state in the opinion grid) <input type="checkbox"/> others :		

Appendix IV

TMU Faculty Industry Application Review Grid (A)

A : (technical report)

Rank/ Position		Na me		Dept./ College		
name of representative work (result)						
Review Opinions (this sheet is only for the school review. Please type and state between 100 – 300 words)						
name of representative work (result) standard and point				overall technical results for promotion within the 5 year-term or counted from previous rank to the application	concrete application for promotion within the 5 year-term or counted from previous rank to the application	Total
It e m	research theory and academic base	Theme content and methodolo gy	contribution			Industry-acadme y ranks and standatrd points :
	professor 10% deputy professor 10%	professor 10% deputy professor 10%	professor 30% deputy professor 30%	professor 50% deputy professor 50%		professor 80% deputy professor 80%
po in t						
result (check)	intending rank to be reviewed					

K)	approval		Referee signature		Review date	Year month day
	diapproval					

review standard : 1. professor: unique contribution and continuous publication in academic areas.

2. deputy professor: concrete contribution and continuous publication in academic areas.

※notice : . Representative work (result) is included in “overall concrete individual academic and teaching practices results for promotion within the 5 year-term or counted from previous rank to the application).

TMU Faculty Industry Application Review Grid

B : (technical report)

Rank/ Position		Name		Dept./ College	
<p>Review Opinions (This sheet is only for the candidate. It is a public file. Typing is preferred.)</p>					
<p style="text-align: center;">advantage</p>			<p style="text-align: center;">disadvantage</p>		
<ul style="list-style-type: none"> <input type="checkbox"/>innovation and break through <input type="checkbox"/>practical value in the research result <input type="checkbox"/>significant contribution of the result application in profession or industry <input type="checkbox"/>significant contribution of the result application in society, culture, or ecology <input type="checkbox"/>complete research development content <input type="checkbox"/>good research ability, right methodology <input type="checkbox"/>good RnD value <input type="checkbox"/>continuous, high-level RnD involvement <input type="checkbox"/>discreet research attitude <input type="checkbox"/>good technology transfer result <input type="checkbox"/>good for teaching practice <input type="checkbox"/>can combine the industry and promote industry technology <input type="checkbox"/>others 			<ul style="list-style-type: none"> <input type="checkbox"/>bi innovation and break through <input type="checkbox"/>low practical value in the research result <input type="checkbox"/>poor t contribution of the result application in <input type="checkbox"/>significant contribution of the result application in society, culture, or ecology <input type="checkbox"/>incomplete research development content <input type="checkbox"/>poor research ability, or methodology <input type="checkbox"/>poor RnD value <input type="checkbox"/>discontinuous RnD involvement <input type="checkbox"/>without discreet research attitude <input type="checkbox"/>poor technology transfer result <input type="checkbox"/>involving plagiarism or violation of ethical issues (please state in the opinion grid) <input type="checkbox"/>others : 		