

# **Principles for Faculty Secondment of the College of Engineering of National Sun Yat-sen University**

Approved at the 1st College Affairs Meeting of the 2001 academic year on January 3, 2002

1. The Principles for Faculty Secondment (hereinafter referred to as “the Principles”) of the College of Engineering (hereinafter referred to as “the College”) are formulated in accordance with the Principles for Faculty Secondment of National Sun Yat-sen University (hereinafter referred to as “NSYSU”).
2. A faculty member of the College can only be assigned to work full time for a governmental agency, legal person, or public/private school if one of the following conditions is met:
  - (1) An organization which signs a cooperative education contract with NSYSU and is able to bring specific benefits to the College.
  - (2) A special circumstance approved at the University Affairs Meeting.
3. A secondment may last for up to two years and be extended for one year if necessary. A faculty member can be assigned to an external post for a period lasting over three years, but such assignment will only be approved once.
4. Only faculty members of the College serving NSYSU for three years or more are eligible for secondment. A returned faculty member is required to serve for two years or more before another secondment, which is also the last secondment allowed.
5. A secondment request must be approved at the Department/Institute Affairs Meeting and then submitted to the College Faculty Evaluation Committee for approval. After the College Faculty Evaluation Committee grants approval, it will submit the secondment request to the University Faculty Evaluation Committee for review.
6. A secondment request shall be related to a faculty member’s specialty.
7. The number of assigned faculty members is added to 15% of the number of all faculty members under each department/institute taking leave to pursue further studies.
8. A returned professor is allowed to take leave after serving NSYSU for at least one year. The secondment period is not included in seniority.
9. A faculty member is required to take unpaid leave for secondment. The secondment can be converted to an equivalent post of NSYSU, and the secondment period in which a faculty member has demonstrated outstanding performance is included in seniority to request salary grade advancement according to rules of calculating seniority before the current post.
10. If a faculty member of the College is appointed externally according to the procedure

specified in the Principles for Faculty Secondment of NSYSU and provides required teaching hours for NSYSU during secondment, the accumulation of his or her teaching seniority will continue.

11. The seniority accrued during secondment may be included in the future seniority submitted for retirement, pension, and layoff based on the external organization and the post assigned according to regulatory requirements.
12. Matters not stated in the Principles shall be handled according to the Guidelines for Secondment and Concurrent Posts of Civil Servants of Executive Yuan, Principles for Faculty Secondment of the Ministry of Education, and relevant rules.
13. The Principles become effective after being approved at the College Affairs Meeting. Amendments to the Principles shall follow the same procedure.