

Ming Chuan University Faculty Employment and Service Regulations

Passed at the University Affairs Committee Meeting on June 7, 2021

Chapter 1 General Provisions

- Article 1. These regulations have been established to manage matters relating to employment and service at Ming Chuan University.
- Article 2. Employees must wear employee ID cards when entering the campus to maintain campus safety.
- Article 3. Ming Chuan University has been designated as a non-smoking campus. Alcohol, gambling, and other inappropriate behaviors are strictly forbidden.
- Article 4. Full-time faculty members are expected to accept responsibility as class advisors and be on campus at least four days each week. Aside from classroom teaching and research, faculty members are expected to share in teaching evening and extension class hours. Faculty members are also expected to set a good example, be available to advise student research, grade student work, and serve as advisors for student activities upon request. Attendance at department and school and university meetings is expected. During examination weeks, faculty members are to fulfill their proctoring responsibilities. In general, faculty members are to accept responsibilities assigned to them, support university activities and respect university policies.
- Article 5. Full-time faculty members must not accept full-time positions off campus. Faculty members must receive permission from the president before accepting a part-time contract at another institution, the terms of which may not exceed four teaching hours per week.
- Upon signing the part-time contract, the institution must send an employment report to Ming Chuan for university approval. The number of working hours may not change and the approval procedure will be only done once. Prior to each academic year, those teaching off campus must fill in the appropriate form for university approval. If these procedures are not followed, the matter will be reported to the department (program, office or center), school, or university Faculty Hiring and Promotion Committee.
- Full-time faculty members who need to take a part-time job due to academic-industry collaboration, innovation, or extended industrial development of a business organization or group, must have this approved by the president as a special project; the range of part-time jobs and approval procedures are dealt with in separate regulations.
- Article 6. Cases of faculty members who violate the qualification screening regulations or academic ethics must be investigated by a Hearing Subcommittee organized by the Faculty Review and Evaluation Committee. The result of the investigation will be presented to the University Faculty Hiring and Promotion Committee for a judgment and determination of disciplinary action. The provisions for this are regulated elsewhere.
- Article 7. Faculty members who come to an end of their unpaid or paid leave due to study or research should complete a university form for return to the university, to be approved by the president and then report to the Human Resources Division. If faculty members cease teaching for any reason, change departments, or wish to move from part-time to full-time position or vice versa, the procedure is the same as for new faculty members' employment.
- Article 8. All full-time faculty members must be evaluated. However, whether or not to evaluate invited professors, part-time faculty, and full-time or part-time faculty members who are not in the organization roster will be decided by each school.
- All faculty evaluation implementation and the effect on faculty appointment are proceeded with according to the Faculty Member Evaluation Standards, procedures, and relevant regulations. Faculty employment must proceed in accordance with the Teachers' Act and other relevant university regulations. Faculty members' employment will be renewed in accordance with the evaluation result of their teaching, research and service.

Chapter 2 Hiring

- Article 9. Following review and approval of faculty members' qualifications by the Faculty Hiring and Promotion Committees at all levels, and approval has been given by the president, new faculty members will be offered a letter of employment.
- Article 10. In addition to possessing good character and integrity, faculty members are hired according to the following qualification standards:
1. Professor:
 - (1) Has fulfilled all the requirements for a Ministry of Education Professorship Certificate and has an exemplary teaching record.
 - (2) Has earned a doctorate, or possesses qualifications recognized as its equivalent by the Ministry of Education; has a minimum of eight years of relevant research or related professional experience, which has been rated highly for its contribution to the academic community; has produced notable creative inventions or works.
 2. Associate Professor:
 - (1) Has fulfilled all the requirements for a Ministry of Education Associate Professorship Certificate and has an exemplary teaching record.
 - (2) Has earned a doctorate, or possesses qualifications recognized as its equivalent by the Ministry of Education; has a minimum of four years of relevant research or related professional experience, which has been rated highly for its contribution to the academic community; has produced notable creative inventions or works.
 3. Assistant Professor:
 - (1) Has fulfilled all the requirements of a Ministry of Education Assistant Professorship Certificate and has a fine teaching record.
 - (2) Has earned a doctorate, or possesses qualifications recognized as its equivalent by the Ministry of Education; has a good teaching record and professional publications.
 - (3) Has earned a master's degree, or equivalent documentation approved by the Ministry of Education; has a minimum of four years of relevant research or related professional experience, which has been rated highly for its contribution to the academic community; has produced notable creative inventions or works.
 - (4) Has graduated from a department of medicine, Chinese medicine, or dentistry with nine years (or more) clinical experience, including at least four years experience as a physician in charge in a medical center; has proof of excellent performance provided by responsible agency; has professional publications which have been reviewed and approved.
 4. Instructor:
 - (1) Has fulfilled all the requirements of a Ministry of Education Instructor's License and has a fine teaching record.
 - (2) Has earned a master's degree, or possesses qualifications recognized as its equivalent by the Ministry of Education and possesses a good record.
 5. Professionals with Technical or Business Expertise who Engage in Teaching:

In accordance with Ming Chuan University Procedures for Appointing Professionals with Technical or Business Expertise to Faculty Positions, individuals with professional experience may be hired to meet unique educational needs in the curriculum. These individuals must have special qualifications, experience, or certification, and are to be hired primarily on a part-time basis.
- Article 11. New faculty members employed based on their diploma, who do not yet have a Teaching License from the Ministry of Education, must submit their publications or works (including graduation dissertation) to two external scholars or experts for evaluation. If one external scholar or expert gives less than 80 points, it must be sent for a third expert evaluation. Upon being scored at 80 points or more by two external scholars or experts, the application can be submitted to the next level of Faculty Hiring and Promotion Committee for review. Within three months of employment, all documents must be ready for teacher qualification review. Applicants who do not comply with the regulations or fail the evaluation will be dismissed from employment.

Article 12. Employment contracts are issued primarily on a one-year basis. The first year is the first employment contract. Starting from the second year, the contract will be renewed annually. If faculty members obtain associate professorship or above, they will be employed long-term and their contracts will be renewed every two years. For those hired in the middle of an academic year, the contracts are from the date of employment issued to July 31 of current academic year.

Chapter 3 Accepting and Terminating Contract

Article 13. At the end of faculty members' contracts, performance in teaching, research, and service is evaluated by all levels of the Faculty Hiring and Promotion Committees, where matters concerning whether the contract is to be extended, not renewed, suspended, or terminated are decided.

Article 14. If faculty members are found to have done something illegal while under contract, have violated the contract, or have violated the personnel regulations of this university such that it is impossible for faculty members to fulfill teaching responsibilities, or detrimental to the rights and interests of this university or its students, the various levels of the Faculty Hiring and Promotion Committees may vote to terminate the contract prematurely.

Any violation committed by faculty member that violates this employment contract, duties required by article 32 of the Teachers' Act, or other relevant laws and regulations, but such violation does not meet the level of dismissal, non-renewal of appointment, or suspension, shall be reviewed by three levels of MCU Faculty Hiring and Promotion Committees. The Committee may, at their discretion according to the seriousness of situation, decide the following time limiting sanctions: not allow for: sabbatical leave, transfer to other institution, work part-time job at or outside of campus, apply for school subsidies, teach exceeding basic teaching load hours, apply for promotion, increase annual payment, receive all or partial sum of year-end bonuses, or other matters.

All faculty members should recognize the educational philosophy of MCU: One Mission and Three Goals, and each shall follow faculty professional ethics, work together to establish an excellent and harmonious campus environment. If any inappropriate behavior of faculty shall be discovered through appeal review procedures, accuse reporting or publicized by media and has been verified accordingly, the faculty member shall be reviewed and subjected to the final decision of the three level of MCU Faculty Hiring and Promotion Committees conforming to the situations.

Article 15. Upon receipt of a new contract, faculty members must fill in the Contract Acceptance Slip and return it to the Human Resources Division within two weeks. If faculty members decide not to accept the contract, the form must be returned to the Human Resources Division in its entirety.

Article 16. When a contract is being initiated, faculty members should prepare the following documents for the Human Resources Division:

1. The Faculty Member Resume Review Form and other personnel-related documents for qualification review.
2. Resume, Household Registry Transcript, and copies of transcripts, certificates, and diplomas related to the resume.
3. Taipei Fubon Bank IC Card Account Application (The IC Card is the university ID.) for salary transfer.
4. Application form from the salary recipient for tax exemption for dependents.
5. A letter of release or service certificate from the previous employer for full-time faculty members.
6. A completed copy of the National Health Insurance Change (Transfer Out) Application Form.

Article 17. According to Article 19, Item 2 of the Ministry of Education's Enforcement Rules of Act Governing the Appointment of Educators, new faculty members must apply to the Ministry of Education for verification of educational qualifications within the first three months of employment. No late applications will be accepted. Aside from provisions stated elsewhere in the regulations, non-renewal of contract may apply. If the educational qualifications are not verified, employment must be terminated.

Article 18. If any of the following conditions are true of full-time faculty members, the case will be considered and approved by the Faculty Hiring and Promotion Committee and then reported to Ministry of Education for approval to determine whether to not renew, suspend or terminate the contract:

1. Have any of the conditions for dismissal or non-renewal of appointment listed in Article 14 to 16 of the Teachers' Act.
2. Have any of the conditions for suspension listed in Article 18, 21 or 22 of the Teachers' Act.
3. Have any of the conditions for severance listed in Article 16 or 27 of the Teachers' Act
4. Have been involved in a proven case of plagiarism.
5. Have committed a severe infraction of the university's regulations or violated the contract of employment.
6. Has not applied to the Ministry of Education for verification of educational qualifications before the deadline.
7. Have been evaluated and failed the re-evaluation by the university and deemed as ill-suited for the position.

Faculty members who meet one of the above-mentioned conditions will be dealt with according to relevant procedures as in the Teachers' Act.

Article 18-1 No faculty member shall commit any of the following behaviors. Any offender will be handled in accordance with the dismissal, non-renewal of appointment, or suspension procedures of the Teachers' Act:

1. Behavior Violates Relevant Laws and Regulations:
 - (1) Any verified inappropriate teacher-student relationship or sexual harassment.
 - (2) Any Vexatious litigation causes the damages to the reputation of University or to the rights of faculty, staffs, or students.
 - (3) Any verified violent attack (assault) towards to any faculty member, staff and student.
 - (4) Any verified malicious slander or blatant insult towards to any faculty member, staff and student.
 - (5) Any verified embezzlement, misappropriation of public property, or taking bribes.
 - (6) Any verified leaking or disclose of important official secret causes damage to the University.
 - (7) Any other serious offence behavior causes damage to the reputation of the University.
2. Improper Teaching:
 - (1) Any faculty member shall have three or more absences from class, without reason and having not making up, for any each course in one semester.
 - (2) Any faculty member shall conduct improper teaching proved by specific facts and, after gone through counseling measures, such improperness has not been improved to satisfactory level

Article 19. Faculty members who are not satisfied with the resolution of contract termination or suspension have the right to appeal through the Faculty Appeal and Review Committee.

Article 20. If full-time faculty members wish to terminate their employment prematurely, a letter of resignation must be submitted at least one month in advance, and the resignation must be approved by the academic unit head, dean and president. The letter of employment should be returned to the Human Resources Division for change of employment dates prior to the completion of resignation procedures.

If faculty members violate any of the abovementioned items, they are responsible to compensate one month of salary to the university including base salary, research compensation, director's supplement, and other supplements.

Article 21. When faculty members leave their positions, they are required to turn over on-going projects and courses to the relevant persons and return materials such as employee ID card, equipment, borrowed facilities, and library materials. Faculty members may apply for a certification of resignation.

Article 22. Military Education Officers and Nursing Instructors must process appointments according to the regulations of the Ministry of Education.

Chapter 4 Salary

- Article 23. Full-time faculty members will be paid according to the Procedures for Salary Payment to Faculty and Staff Members.
- Article 24. The annual wage for full-time faculty members is paid on a 12-month basis. At Chinese New Year, an additional bonus will be paid.
- Article 25. Newly employed foreign full-time faculty members with the rank of Assistant Professor or above may receive salary as regulated and apply for relocation subsidy. Relevant procedures are listed elsewhere.
- Article 26. Salary payments will be made to faculty members from the appointed date they personally report to take up their duties and will cease on the date their employment terminates. Any faculty member who breaks the contract within the first three months of a semester (regardless of whether discontinuing employment or going from full-time to part-time) must return all salary received. Such persons will then be reimbursed at an hourly rate for the teaching services rendered-to-date.
- Article 27. To encourage faculty research, Ming Chuan University Research / Study Reward Application Procedures for Full-time Faculty Members have been established. The two procedures for awarding faculty research are bonuses and reduced teaching hours. The procedures are detailed elsewhere.
- Article 28. Full-time faculty members' performance is evaluated according to the Ming Chuan University Procedures for Assessing the Performance of Faculty and Staff Members which is listed elsewhere.

Chapter 5 Teaching Hours

- Article 29. The standards for full-time faculty members' teaching hours per week are eight hours for Professors, nine hours for Associate Professors, nine hours for Assistant Professors, and ten hours for Instructors.
- Article 30. Full-time faculty members will be compensated for teaching over the weekly teaching hour standards at the hourly rate for part-time faculty. Full-time faculty members cannot exceed four teaching hours per week for combined day and evening classes (and will not be compensated for any hours over that limit).
- Article 31. (Deleted)
- Article 32. Teaching hour regulations for full-time faculty members who have taken on positions as administrative or academic directors are as follows:
1. The president may totally waive teaching hours.
 2. The vice president may waive up to eight teaching hours.
 3. First-level administrators may waive up to six teaching hours; deputy administrators may waive up to five teaching hours.
 4. Department chairs and second-level administrators may waive up to four teaching hours and deputy administrators may waive up to three hours.
- Article 33. Teaching hour regulations for full-time faculty members with administrative duty and administrative staff with teaching responsibility are as follows::
1. Full-time faculty members with administrative duty may waive two to four teaching hours. Full-time faculty members who do not reach the basic teaching hour standard will be employed as administrative staff members or have the teaching supplement deducted.
 2. Administrative staff members may be employed by a department on a part-time basis after approval is granted by all levels of Faculty Hiring and Promotion Committees. For courses taught during regular working hours, no additional teaching wages will be paid.
- Article 34. Full-time Physical Education faculty members who are asked to sign in and out regularly and have coaching duties for a sport and partial administrative duties may waive one teaching hour. Such persons will still be subject to regular restrictions regarding teaching hours and punctual work

attendance.

Article 35. Military Education officers and Nursing Instructors must fulfill teaching and administrative duties according to the regulations of the Ministry of Education.

Chapter 6 Leave and Makeup

Article 36. Except in the case of official business, faculty members should not go abroad during the semester. Full-time faculty members who are absent from class without a significant reason will be dealt with in accordance with the following regulations:

1. **Personal Leave:** Faculty members who must take care of personal matters (including Family Leave) are allowed to apply for personal leave of up to seven days per academic year. Faculty members who take more than seven days of leave must receive approval from the president.
2. **Sick Leave:**
 - (1) Faculty members who need medical treatment or a period of recuperation or female faculty members who cannot complete their tasks properly at work related to menstruation period can file sick leave applications (including Menstruation Leave) for up to 28 days each academic year; those whose conditions are very critical may apply to use the remainder of their personal leave as sick leave. Persons who take sick leave for seven consecutive days must obtain documentation from hospitals belonging to the National Health Insurance program.
 - (2) Persons who cannot recuperate in a short period of time due to serious injury or illness diagnosed by a medical institution or a doctor and female faculty members who require bedrest during pregnancy must obtain documentation from hospitals belonging to the National Health Insurance program and submit relevant document for the president's approval. Upon approval, faculty members may extend the duration of leave for up to one semester. Should the extension expire and no other possibility for leave remains, Ming Chuan University faculty members who are eligible for retirement or discharge with severance pay may follow procedures outlined in Ming Chuan University Procedures for Retirement, Relief, and Severance of Faculty and Staff Members. Those who are not eligible for retirement or discharge with severance pay may apply for Leave without Pay. During the extension, if the employment contract expires, the institution will not renew the contract.
3. **Marriage Leave:** Faculty members who are married will be granted 14 days for marriage leave. If there is a special reason, marriage leave can begin five days prior to the wedding date if approval is granted by the president. In principle, marriage leave must be taken within one month after the wedding is held. Applications for separate leave periods are not accepted.
4. **Maternity Leave:**
 - (1) Faculty members who are pregnant are granted 8 days of prenatal care leave, and are allowed to make separate applications of at least half a working day each time; this leave cannot be used post-delivery.
 - (2) Faculty members who give birth to children are granted 56 days of maternity leave. Those who have been pregnant for more than five months but suffer from miscarriage will be granted 42 days of miscarriage leave; those who has been pregnant for more than three months and less than five months but suffer from miscarriage will be granted 21 days of miscarriage leave; those who has been pregnant for less than three months but suffer from miscarriage will be granted 14 days of miscarriage leave. Maternity leave and miscarriage leave must be taken all at once, and include summer and winter vacations. Maternity leave should be applied for when applicant is about to give birth. If a certificate from a healthcare institution (or a doctor in isolated areas with limited healthcare facilities) proving the need for maternity leave is required, the applicant may take maternity leave prior to giving birth. Persons who take maternity leave first and suffer a miscarriage will receive a miscarriage leave which will be deducted from the days already taken for maternity leave. Faculty

members who have ectopic pregnancy and must have surgery will be dealt with based on Miscarriage Leave.

5. Spousal Maternity Leave: Faculty members whose spouses give birth to children or experience a miscarriage at 5 months or more of pregnancy will be granted five days of maternity leave to accompany their spouses, and are allowed to make separate applications of at least half a working day each time. Applications are only accepted for the fifteen-day period (including holidays) before or after the delivery.
6. Compassionate Leave: Faculty members whose parents or spouses die will be granted 15 days of compassionate leave; those whose stepparents, spouse's parents, or children die will be granted ten days of compassionate leave; those whose great-grandparents, grandparents, spouse's grandparents, spouse's stepparents, or siblings die will be granted five days of compassionate leave. Days of compassionate leave may be applied for separately for at least half of a working day each time but should be completed within 100 days of the person's death. The situations of stepparents and spouse's stepparents are limited to those people who actually raised the faculty member or their spouse before they came of age or those stepparents who lived with faculty member or their spouse prior to their passing away.
7. Occupational Injury Leave: Faculty members who require rest or treatment due to official duties must obtain documentation from hospitals. Leave period is based on the medical treatment.
8. Official Leave: Faculty members who meet one of the following conditions are allowed to apply for official leave:
 - (1) Have been called up for military service in accordance with regulations.
 - (2) Have been designated to participate in training or seminars relating to duties.
 - (3) Have been designated to participate in government-approved gatherings.
 - (4) Have been designated to make inspection tours or attend academic conferences at home or abroad.
 - (5) Will participate in a competition outside the university.
 - (6) Will participate in an exchange visit held by the university.
 - (7) Other significant cases which have been reported and approved.
9. Faculty members who donate bone marrow or organs will be granted leave based on the situation.

Except for marriage leave, extended sick leave, and maternity leave, the leaves mentioned above will be in addition to official holidays and days which are not regular working days. The days of personal leave and sick leave are calculated each academic year. For staff members who have not served in Ming Chuan University for one whole academic year, the days of personal leave and sick leave are calculated in proportion to the number of months worked. Partial days will be calculated as one day, and less than a half day will be calculated as a half day.

Faculty members whose racial identity is aboriginal and must attend their aboriginal holiday celebrations are required to provide household registry certificate or household registry transcript and other related documents to prove their aboriginal identities in order to take one day of official leave for such an event.

Article 37. Faculty members who miss a class for fewer than 14 days (two weeks of classes) must arrange to make up the class. Those who miss a class for more than 14 days (more than two weeks of classes) must request for approval to arrange for a qualified substitute instructor (with a Teacher's License issued by Ministry of Education) to take over the class. Along with the faculty member's leave report, the resume, relevant certificates, and Teaching License of the substitute instructor should be submitted to the Academic Affairs Division, which will present the case to the president for approval.

Article 38. Full-time faculty members (including full-time staff instructors in English Language Center) who take leave must pay for the teaching fees, except in cases of Official Leave, Occupational Injury Leave and Maternity Leave, which will be paid by the institution (not including hours being taught

which exceed the required number of teaching hours, which shall be paid by the faculty member on leave). For those on extended sick leave, the university will deduct the teaching fees from their salary and directly compensate the substitute instructor(s).

- Article 39. Faculty members who request leave should make the request online in advance and makeup classes should be scheduled with students. Faculty members who take leave less than three days must receive approval from an administrator in their departments, graduate programs, or colleges. Faculty members who take leave for more than seven consecutive days must follow administrative procedures, and go through department chairs, program directors, or school deans to request the president's approval.
- Article 40. If faculty members fail to ask for leave or are absent from classes, this fact has been proven through investigation to result in a **serious situation**, the case will be sent to the Faculty Hiring and Promotion Committee. After the committee has reviewed the case, the president can suspend the contract, terminate the contract or not renew the contract.
- Article 41. Matters regarding research and further study for full-time faculty members will be processed in accordance with Ming Chuan University Procedures for Encouraging Faculty Members to Pursue Research and Further Study. The procedures are dealt with separately.

Chapter 7 Promotion

- Article 42. Full-time faculty members who meet the qualifications of the Ministry of Education promotion policy and have been evaluated as having excellent performance in teaching and service with publications in a specialized area of academic pursuit may apply for promotion.
- Article 43. Full-time faculty members must apply for promotion in accordance with policy outlined in Ming Chuan University Procedures for Faculty Promotion.
- Article 44. During the period after the University Faculty Hiring and Promotion Committee has approved applications for promotion, but before the applications are approved by the Ministry of Education, the applicant will be given a letter of appointment at the position rank of the promotion. After the application is approved and the Teaching License is issued, a new letter of appointment will be issued with the date when the new level of teaching service will commence. After the new letter is issued, the successful applicant's salary or hourly pay will be paid retroactively at the new salary rank to cover the period between the promotion being approved and the new letter of appointment being issued. However, should the application fail, the position rank will be changed back to the original and a revised letter of appointment issued.
- Article 44-1 To improve faculty structure and increase research quality and quantity, full-time faculty members should apply for promotion in accordance with the following regulations:
1. From 2010-11 academic year, full-time assistant professors should be promoted within seven years. However, in line with MCU Diversified Faculty Promotion Procedure, full-time assistant professors who signed contracts with MCU prior to August 1, 2015 may extend their promotion period from seven years to nine years.
 2. From 2010-11 academic year, full-time instructors should be promoted within eight years. However, in line with MCU Diversified Faculty Promotion Procedure, full-time instructors who signed contracts with MCU prior to August 1, 2015 may extend their promotion period from eight years to ten years.
- Those who have already been promoted during their full-time employment according to abovementioned regulations or full-time instructors who meet Article 14 Clause 3 of Ming Chuan University Procedures for Faculty Member Evaluations are not covered under this restriction. Those who aren't promoted during the promotion period according to abovementioned regulations should follow related educational procedures for consultation; and starting with the next semester after the designated deadline, their teaching load cannot exceeding basic teaching load hours and they cannot accept full-time positions off campus. After they pass promotion, these restrictions will be released in the next semester.
- Those with administrative duties may apply for extended years stated in Item 1, but the extension

period cannot exceed their administrative period.

Those giving birth, taking parental leave, or suffering from severe unforeseen events may apply for an extension prior to the designated deadline, but the extended period cannot exceed two years. Since August 1, 2010, those who received one of the awards once below may apply to extend their promotion period by 1 year (Maximum of 5 years):

1. Outstanding Academia-Industry Cooperation Awards.
2. University's Teaching Excellence Awards.
3. Receiving the Flexible Salary (Category of teaching profession).
4. Outstanding Class Advisor Award.
5. Senior Outstanding Class Advisor Award.
6. MOST Research Project.
7. Advised students applying for MOST Research project and received excellence award.
8. Others: Those who had major contribution to university affairs development, enrollment, international exchange, university extension, and promoting research centers. (MCU president approval needed.)

Faculty members who apply based on one of the first three conditions should submit proof along with their application to all three levels (department/program, School/Institute, University) of Faculty Hiring and Promotion Committees. Upon being passed by the Committees and approved by the president, the extension may be implemented.

Chapter 8 Retirement, Workers' Compensation or Termination of Employment

- Article 45. Insurance for full-time faculty members will be dealt with according to relevant government insurance regulations. Full-time faculty members will be added to the insurance program based on the actual date of employment, and insurance coverage will be rescinded on the date of resignation.
- Article 46. Retirement, workers' compensation, or termination of employment for full-time faculty members will be processed in accordance with Ming Chuan University Procedures for Retirement, Relief, and Severance of Faculty and Staff Members. The procedures were dealt with separately.

Chapter 9 Grievance Process

- Article 47. Any grievances by full-time faculty members can be appealed according to Ming Chuan University Guidelines for the Review Process of the Faculty Appeal and Review Committee.

Chapter 10 Others

- Article 48. During the term of the employment contract, any adjustment or uncovered matter concerning the rights and duties between faculty member and MCU shall be dealt with in accordance with the current Teacher Law, relevant education rules and regulations, the Faculty Employment and Service Regulation, and relevant rules and regulations of MCU . The faculty member, by signing employment contract, agrees to abide and follow all current or amended stipulations of the above mentioned laws, rules and regulations valid either at the time of signing employment contract or the time of any amendment making thereafter.
- Article 49. Upon being passed at the University Affairs Committee Meeting and approved by the president, these regulations were implemented. Any revision must follow the same procedure.

****In the event of any inconsistency or discrepancy between the Chinese and other language versions of this document, the Chinese version shall prevail.****