

Ming Chuan University Procedures regarding Flexible Salary for Faculty Members

Passed at the Administrative Council Meeting on June 21, 2011
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- Article 1. These procedures were established in accordance with the Flexible Salary Program for Special Recruitment and Retention of Exceptionally Talented Personnel at Colleges and Universities from the Ministry of Education (MOE) to recruit and retain domestic and overseas personnel who are exceptionally talented in teaching, academic research, counseling and service so as to elevate overall achievements and competitiveness of the institution.
- Article 2. These procedures are applicable to:
1. Scholars with remarkable contributions or distinguished reputation domestically or abroad in academic or professional fields who are to be employed by the university.
 2. Exceptional full-time faculty members, research talents, and professional employees who are currently employed and listed on the official personnel roster and who have excellent performance outcomes in teaching, research, counseling and/or service.
 3. Short-term faculty members employed for teaching who are not on the official personnel roster.
 4. Exceptional higher education management personnel.
- Newly employed outstanding faculty members must be being hired for the first time by a domestic institution in order to be eligible for allotment of the outstanding performance supplement stated in these procedures.
- Article 3. Herewith the flexible salary is the monthly salary (including standard monthly salary, academic research compensation, and other supplements) and monthly supplement allotted due to outstanding performance.
- Article 4. Upon review in accordance with Ming Chuan University Procedures regarding Flexible Salary for Teaching Excellence Talents, current faculty members who pass the faculty member evaluations with outstanding teaching outcomes may be allotted 5,000 to 20,000 NTD monthly supplement for outstanding performance. In principle, the outstanding teaching performance supplement is set at 30% of total supplement for each academic year.
- Article 5. Upon reviewed, current faculty members who pass the faculty member evaluations with outstanding research outcomes may receive outstanding performance supplement in accordance with the following standards. In principle, the outstanding research performance supplement is set at 30% of total supplement for each academic year.
1. Qualified faculty members may be allotted monthly awards in accordance with payment standards and allotment proportion stated in Ming Chuan University Procedures for Rewarding Exceptional Research Talents.
 2. Qualified faculty members may be allotted 2,500 to 15,000 NTD monthly supplement for outstanding research performance in accordance with Ming Chuan University Research / Study Reward Application Procedures for Full-time Faculty Members.
- Article 6. Current faculty members who pass the faculty member evaluations with outstanding service and counseling outcomes may receive 2,000 to 20,000 NTD monthly supplement allotment of outstanding performance after they have been reviewed in accordance with Ming Chuan University Procedures regarding Flexible Salary for Excellence in Service and Counseling. In principle, the outstanding service and counseling performance supplement is set at 20% of total supplement for each academic year.
- Article 7. Faculty members who hired in accordance with Ming Chuan University Procedures for Visiting Professors and have a remarkable contribution or distinguished domestic or overseas reputation in academic or professional fields may be allotted 20,000 to 100,000 NTD monthly supplement for outstanding performance. In principle, the outstanding performance supplement for

short-term faculty is set at 10% of total supplement for each academic year.

- Article 8. Faculty members who hired in accordance with Ming Chuan University Procedures for Visiting Professors and have a remarkable contribution or distinguished domestic or overseas reputation in academic or professional fields may be allotted 20,000 to 100,000 NTD monthly supplement for outstanding performance. In principle, the outstanding performance supplement for short-term faculty is set at 10% of total supplement for each academic year.
- Article 9. Upon review, exceptional higher education management personnel who are hired in accordance with these procedures will receive an outstanding performance supplement according to the conditions stated in the contract. In principle, the outstanding performance supplement for higher education management is set at 5% of total supplement for each academic year.
- Article 10. Upon review, in principle, outstanding performance supplement will be allotted from August 1 of the current year. If there are other regulations stipulated by the Ministry of Education or the Ministry of Science and Technology of Executive Yuan, those should prevail. In principle, no more than 20% of all faculty members should annually receive outstanding performance supplement. The outstanding performance supplement is allotted for one year. Upon expiration, individuals may reapply in accordance with these procedures.
- Article 11. The review committee is comprised of 15 members including the Vice President for Academic Affairs, Dean of Academic Affairs, Dean of Student Affairs, Dean of General Affairs, Executive Director of Research and Development, Executive Director of Academia-Industry Innovation, Executive Director of Human Resources, and Controller as the ex-officio members; and seven individuals selected by the president from among deans. The Vice President for Academic Affairs is the convener and serves as the chairman of the committee. The term of the committee members is one year and can be renewed. Relevant administrators may be invited to the meeting.
- Article 12. Before the end of May each year, relevant units should complete the evaluations for outstanding teaching, academic research outcomes, and service and counseling, and send the relevant information to the Human Resources Division. Before the end of June each year, the committee should review the cases and submit the results to the president for approval and send to the Controller's Division so that supplements are dispersed along with monthly salary. Newly employed faculty members who have gone through the abovementioned review procedures may receive the outstanding performance supplement from the date of employment.
- Article 13. Faculty members who receive an outstanding performance supplement will cease to receive this allotment if they take unpaid leave of absence, resign, or retire. Only those who return to their duty after unpaid leave of absence will continue to receive the supplement until the term is expired. If faculty members who receive outstanding performance supplement are promoted, they may continue to receive their flexible salary allotment in the current academic year until it is expired. They may reapply in accordance with the new position rank in the following academic year.
- Article 14. Specially recruited new exceptional talents in teaching, research, and administrative support are employed in accordance with regulations for full-time faculty members. If necessary, they may apply for the Visiting Scholar Dormitory with a special case report.
- Article 15. The funds related to these procedures are provided through subsidization from the MOE Program for Promoting Teaching Excellence of Universities and the MOE Project to Encourage University Affairs Development in Private Colleges and Universities, the Subsidization Program in Colleges and Universities for Encouraging Exceptional Talent from the Ministry of Science and Technology of Executive Yuan, or other subsidies, and the regular university budget.
- Article 16. The outstanding performance supplements mentioned in Article 4 through Article 9 may be used for other outstanding performance supplements if there are additional funds available in the current academic year. If the number of individuals receiving outstanding performance supplements and the total

flexible salary payment exceed the current academic year budget, the status of available funds must be reviewed by the committee, and an adjustment must be passed by the Administrative Council, then reported to the president for approval.

Article 17. Matters not covered in these procedures will be dealt with in accordance with relevant laws and regulations on subsidization.

Article 18. Upon being passed at the Administrative Council Meeting and approved by the president, these procedures were implemented and submitted to the Ministry of Education. 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.****