

National Taiwan University of Science and Technology

Guidelines for Handling the Part-Time Affairs of Faculty

Amended and passed at the 47th University Council on December 31, 2004
Article 4 amended and passed at the 49th University Council on December 30, 2005
Article 4 amended and passed at the 53rd University Council on December 28, 2007
Articles 2, 3, 4, 6, and 10 amended and passed at the 57th University Council on December 11, 2009
Amended and passed at the 59th University Council on December 10, 2010
Amended and passed at the 70th University Council on June 3, 2016
Amended and passed at the 76th University Council on June 14, 2019
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1. In response to national scientific and technological development, these guidelines are established to implement industry-academia collaboration on the basis of the Principles for Handling the Part-Time Affairs of Permanent Faculty at Public Schools of All Levels and the Principles for Handling the Part-Time Affairs of Faculty Holding Concurrent Administrative Positions at Public Schools of All Levels.
2. Full-time faculty of Taiwan Tech who hold part-time positions (excluding part-time teaching positions) at organizations or institutions outside of Taiwan Tech shall follow these guidelines. However, faculty holding concurrent administrative positions at Taiwan Tech shall follow the Public Functionary Service Act and the Principles for Handling the Part-Time Affairs of Faculty Holding Concurrent Administrative Positions at Public Schools of All Levels regarding their part-time business operations, duties, and the job responsibilities, limitations, and procedures of their part-time positions. Article 3 is not applicable to such faculty.

Faculty members who use technology as investment capital or hold part-time positions in biotechnological or pharmaceutical startups or for scientific research purposes are not restricted by relevant regulations such as the Act Governing the Appointment of Educators or the Public Functionary Service Act. They must still follow the Act on Recusal of Public Servants Due to Conflicts of Interest.

3. The part-time positions that full-time faculty of Taiwan Tech may hold and the organizations and institutions outside of Taiwan Tech that they may work at are governed by the Principles for Handling the Part-Time Affairs of Permanent Faculty at Public Schools of All Levels.
4. Faculty legally engaging in business operations or commercial activities before working at Taiwan Tech must resign before they work at Taiwan Tech. They must submit their written resignation before commencing their work at Taiwan Tech, complete the resignation within 3 months of submission of resignation, and submit proof documents to Taiwan Tech. Faculty with special circumstances who could not complete the resignation by the deadline may extend the resignation deadline by up to 3 months with the approval of Taiwan Tech. They may not engage in business operations nor receive a salary before their resignation is complete.
5. For faculty whose part-time positions involve routine business, their weekly part-time work may not exceed 8 hours.

Part-time hours during summer holidays and winter holidays are not bound by the aforementioned restriction.
6. Part-time salaries shall be paid by the organization or institution to Taiwan Tech, who will then pay faculty, and may not be directly paid by the organization or institution to faculty unless the organization or institution pays part-time salaries through electronic transfer and notifies Taiwan Tech after making payment.

The amount and upper limit of part-time salaries are not limited by the Payment Table of Part-Time Remuneration for Military Personnel, Civil Servants and Teachers. Faculty serving as

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independent directors of publicly listed companies may only serve as independent directors for up to four companies.

7. Part-time positions must not affect positions at Taiwan Tech. Faculty must comply with the basic teaching hours and work requirements of Taiwan Tech. Except faculty who hold a part-time position due to relevant regulations or position changes, faculty shall submit a written report to Taiwan Tech to obtain permission for their part-time position. Faculty shall submit their application for renewal or change of part-time position.

If the part-time position of faculty requires the nomination by for-profit or nonprofit organizations or groups, faculty shall follow the aforementioned regulations when nominated for the position and shall notify Taiwan Tech if they are not nominated for the position.

8. If found true upon investigation, faculty holding a part-time position at for-profit organizations without approval from Taiwan Tech may be reviewed by the Faculty Evaluation Committee. Their part-time salary received during the period of violation shall be returned to Taiwan Tech and incorporated into the University Endowment Fund or the public budget.
9. Taiwan Tech shall not approve or shall revoke approval for part-time positions if any of the following circumstances are met:
 - (1) The part-time position is incompatible with the full-time position at Taiwan Tech.
 - (2) The faculty fails the faculty evaluation.
 - (3) The part-time position has a potential adverse effect on the full-time position at Taiwan Tech.
 - (4) The part-time position could damage the image of Taiwan Tech or the faculty.
 - (5) The faculty could leak official secrets.
 - (6) The part-time position could involve fraud.
 - (7) The faculty could receive improper benefits with the part-time position.
 - (8) The faculty could misappropriate public funds or misuse Taiwan Tech property.
 - (9) The faculty could violate educational neutralism.

Each department shall evaluate and review the part-time positions of department faculty and reference the results when deciding whether to continue approving the part-time positions.

10. Taiwan Tech collects academic remuneration from faculty who hold part-time positions in accordance with the Principles for Handling the Part-Time Affairs of Permanent Faculty at Public Schools of All Levels. The regulations for the collection of the academic remuneration are formulated by the Office of Industry–Academia Collaboration and implemented after approval by the Administrative Meeting.
11. Faculty who decide to accept a part-time position while on leave must be approved by the Faculty Evaluation Committee.
12. The job responsibilities, durations, and procedures of part-time positions undertaken by faculty on temporary transfer shall be regulated by the Principles for Handling the Part-Time Affairs of Permanent Faculty at Public Schools of All Levels. The part-time position must be approved by their current organization or institution and Taiwan Tech must be notified. Such faculty are not limited to Articles 5–11 of these guidelines, but the duration of the part-time position may not exceed the duration of the temporary transfer.
13. Items not specified in these guidelines shall be handled in accordance with relevant laws and regulations.
14. The part-time affairs of full-time specialists of Taiwan Tech are regulated by these guidelines.
15. These guidelines and any amendments thereto shall be implemented upon discussion at the Administrative Meeting and approval at the University Council.

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