Regulations for the Department Affairs Council of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 8, 2001: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2001 academic year
September 12, 2001: Amended and passed at the 2nd Department Affairs Council Meeting of the 2001 academic year
October 27, 2022: Amended and passed at the 4th Department Affairs Council Meeting of the 2022 academic year

1. The Department of Computer Science and Information Engineering (hereinafter "the Department"), in order to plan, deliberate on, and promote the Department's various affairs, hereby establishes the Department Affairs Council in accordance with the Organizational Regulations of National Taiwan University of Science and Technology.
2. The Department Affairs Council shall consist of the Department's full-time faculty members and two student representatives, with the Department Chair serving as presiding officer. When the Chair is unable to attend a meeting for any reason, the members present shall elect one of themselves to act on the Chair's behalf. Of the two student representatives, one shall be nominated by the Department's Student Association, and the other shall be appointed by the Chair from among students enrolled in the master's or doctoral programs. The Chair may, as actually needed, invite other student representatives to attend as non-voting observers.
3. Full-time faculty members shall recuse themselves, as necessary, when matters concerning them personally are discussed. Student representatives shall be present when matters concerning students' studies, daily life, and other rights and interests are discussed.
4. Three standing committees are established under the Department Affairs Council: the Academic and Department Affairs Committee, the Faculty Evaluation Committee, and the Curriculum and Admissions Committee. The organizational regulations of each committee shall be established separately.
5. When necessary, the Department Affairs Council may establish ad hoc committees to handle special matters; their organization and tasks shall be determined by resolution of the Department Affairs Council.
6. At the last meeting of each academic year, the Department Affairs Council shall elect the representatives or committee members for the following academic year for university, college, and department affairs. The term of office of each representative and committee member is one year, and they may be re-elected for consecutive terms.
7. In principle, the Department Affairs Council shall hold four meetings per semester, convened by the Chair or upon the joint petition of at least one-quarter of its members. A proposal must be co-signed by at least one-eighth of the members, including the proposer. A meeting may be opened only when at least two-thirds of the members required to attend are present. General proposals shall be adopted by majority vote; major proposals shall be adopted with the consent of at least half of the members. Whether a proposal constitutes a major proposal shall be determined by resolution of the Department Affairs Council.
8. In an emergency, the Department may convene an extraordinary Department Affairs Council meeting or hold a vote by signed written correspondence. However, a resolution by written correspondence is adopted only when at least half of the members of the Department Affairs Council reply to indicate their consent.
9. These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Organizational Regulations of the Academic and Department Affairs Committee of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 8, 2001: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2001 academic year
September 12, 2001: Amended and passed at the 2nd Department Affairs Council Meeting of the 2001 academic year
January 15, 2004: Amended and passed at the 5th Department Affairs Council Meeting of the 2003 academic year

1. The Department of Computer Science and Information Engineering (hereinafter "the Department"), in order to plan the development of the Department's affairs, hereby establishes the Academic and Department Affairs Committee (hereinafter "the Committee") in accordance with the Regulations for the Department Affairs Council.
2. The Committee shall consist of seven members. The Department Chair is an ex officio member, and the other members shall be elected from among the Department's full-time faculty.
3. Committee members serve a term of one academic year and may be re-elected for consecutive terms. Elections shall be held at the last Department Affairs Council meeting of each academic year.
4. The Committee shall have one convener, elected by the members from among themselves.
5. The duties of the Committee are as follows:
   (1) The Department's long-term development (including the establishment of laboratories and the pursuit and promotion of research or teaching projects).
   (2) Allocation of the Department's equipment funds and preparation of its budget.
   (3) Allocation of the Department's teaching and research space.
   (4) Coordination of graduate student admission quotas.
   (5) Other matters assigned by the Department Affairs Council.
6. Matters resolved by the Committee must be publicly announced and shall be submitted by the Department Chair to the Department Affairs Council for ratification.
7. The Committee shall meet at least once per semester. The convener shall call the meetings and preside over them. A meeting may be opened only when at least two-thirds of the members are present, and a resolution requires the consent of at least two-thirds of the members present.
8. Objections to a matter resolved by the Committee may be submitted to the Department Affairs Council for discussion as a major proposal; if the proposal is passed, the matter shall be changed accordingly.
9. These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Establishment Regulations of the Faculty Evaluation Committee of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 8, 2001: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2001 academic year
September 12, 2001: Amended and passed at the 2nd Department Affairs Council Meeting of the 2001 academic year
November 29, 2007: Amended and passed at the 9th Department Affairs Council Meeting of the 2007 academic year
February 25, 2010: Amended and passed at the 7th Department Affairs Council Meeting of the 2009 academic year
April 29, 2010: Amended and passed at the 9th Department Affairs Council Meeting of the 2009 academic year
July 15, 2011: Amended and passed at the 13th Department Affairs Council Meeting of the 2010 academic year
August 31, 2011: Amended and passed at the 3rd Department Affairs Council Meeting of the 2011 academic year
October 29, 2018: Amended and passed at the 2nd Department Affairs Council Meeting of the 2018 academic year
November 3, 2021: Amended and passed at the 2nd Department Affairs Council Meeting of the 2021 academic year
June 7, 2023: Amended and passed at the 8th Department Affairs Council Meeting of the 2022 academic year

Article 1 The Department of Computer Science and Information Engineering (hereinafter "the Department"), in order to properly handle matters concerning the Department's faculty, hereby establishes the Faculty Evaluation Committee (hereinafter "the Committee") in accordance with the Establishment Principles for Faculty Evaluation Committees of Colleges, Graduate Institutes, and Departments of National Taiwan University of Science and Technology and the Regulations for the Department Affairs Council.

Article 2 The Committee shall consist of seven members. The Department Chair is an ex officio member, and the other members shall be chosen by general election from among the Department's professors. Candidates who receive more than half of the valid votes shall be ranked by the number of votes received; in the event of a tie, the Department Chair shall coordinate to determine the order. Those ranked seventh and below shall serve as alternate members.

The Committee shall have one convener, elected by the members from among themselves.

Article 3 A member who is absent without justification three times, or who asks to resign because he or she is unable to perform the duties of the office, may be relieved of duties upon confirmation by the Department Affairs Council, and the vacancy shall be filled by the alternate members in order. If no professor alternates remain, the convener shall nominate a professor from outside the Department, who shall fill the vacancy upon approval by the Department Affairs Council and after the matter is reported to the University and the College for record.

If a convener cannot be elected, the Dean of the College of Electrical Engineering and Computer Science shall be asked to nominate a professor from outside the Department; upon approval by the Department Affairs Council, the nominee shall be submitted to the University as a special case for approval to fill the position.

Article 4 The term of office of Committee members is one academic year, and members may be re-elected for consecutive terms. Elections shall be held before the end of each academic year.

Article 5 The duties of the Committee are as follows:

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(1) Evaluation matters concerning faculty appointment, terms of appointment, dismissal, non-renewal of appointment, suspension of appointment, determination of the grounds for severance, and plagiarism of works.
(2) Evaluation matters concerning eligibility for faculty promotion.
(3) Evaluation matters concerning faculty teaching, research, and academic works.
(4) Deliberation of appeals against unsuccessful faculty promotion decisions.
(5) Evaluation matters concerning the salary grade of newly appointed faculty.
(6) Evaluation matters concerning extension of faculty service.
(7) Evaluation matters concerning the appointment and promotion of research personnel and professional technical personnel.
(8) Other evaluation matters concerning faculty, research personnel, and professional technical personnel as required by laws and regulations.

Article 6 The Committee shall meet at least once per semester, with the convener presiding. Except as otherwise provided in the Teachers' Act, a meeting may be opened only when at least two-thirds of the members are present. A resolution requires the consent of at least two-thirds of the members present. In the above resolutions, blank and invalid ballots shall be counted as votes of disagreement. A Committee member shall recuse himself or herself from the discussion of any case in which he or she has a personal interest. When a resolution is voted on, a member who is required to recuse himself or herself shall not be counted among the members present for that case.

Article 7 These Regulations take effect upon passage by the Department Affairs Council and after being reported to the University and the College for record; the same applies to any amendments.

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Organizational Regulations of the Curriculum and Admissions Committee of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 8, 2001: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2001 academic year
September 12, 2001: Amended and passed at the 2nd Department Affairs Council Meeting of the 2001 academic year
January 15, 2004: Amended and passed at the 5th Department Affairs Council Meeting of the 2003 academic year
March 20, 2023: Passed at the 7th Academic and Department Affairs Committee Meeting of the 2022 academic year
March 22, 2023: Passed at the 6th Department Affairs Council Meeting of the 2022 academic year

1. The Department of Computer Science and Information Engineering (hereinafter "the Department"), in order to ensure that its teaching mission is accomplished satisfactorily, hereby establishes the Curriculum and Admissions Committee (hereinafter "the Committee") in accordance with the Regulations for the Department Affairs Council.
2. The Committee shall consist of nine members. The Department Chair is an ex officio member. The other members, elected by the Department Affairs Council, shall be six full-time faculty members at the rank of assistant professor or above, and one student representative each from the undergraduate and graduate programs. The term of office is one academic year, and members may be re-elected for consecutive terms.
3. The Committee shall have one convener, elected by the members from among themselves.
4. The duties of the Committee are as follows:
   (1) Curriculum planning.
   (2) Coordination of course offerings by faculty and of practical projects.
   (3) Course scheduling and course-selection advising.
   (4) Planning of admission quotas.
   (5) Planning of admission examination subjects.
   (6) Planning of review regulations for the various types of admission.
   (7) Other matters assigned or referred by the Department Affairs Council.
5. Matters resolved by the Committee must be publicly announced and shall be submitted by the Department Chair to the Department Affairs Council for ratification.
6. The Committee shall meet at least once per semester.
7. These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Review Regulations for Faculty Appointment and Promotion of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 8, 2001: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2001 academic year
September 12, 2001: Amended and passed at the 2nd Department Affairs Council Meeting of the 2001 academic year
April 26, 2005: Amended and passed at the 12th Faculty Evaluation Committee Meeting of the 2004 academic year
April 27, 2005: Amended and passed at the 11th Department Affairs Council Meeting and the 13th Faculty Evaluation Committee Meeting of the 2004 academic year
March 20, 2006: Amended and passed at the 4th Faculty Evaluation Committee Meeting of the 2005 academic year
April 6, 2006: Passed at the 7th Department Affairs Council Meeting and the 7th Faculty Evaluation Committee Meeting of the 2005 academic year
January 16, 2014: Amended and passed at the 8th Faculty Evaluation Committee Meeting of the 2013 academic year
April 25, 2014: Amended and passed at the 6th Department Affairs Council Meeting of the 2013 academic year
April 19, 2018: Amended and passed at the 5th Faculty Evaluation Committee Meeting of the 2017 academic year
April 26, 2018: Amended and passed at the 5th Department Affairs Council Meeting of the 2017 academic year

Article 1 These Review Regulations for Faculty Appointment and Promotion (hereinafter "these Regulations") are established in accordance with the Review Regulations for Faculty Appointment and Promotion of National Taiwan University of Science and Technology, the Guidelines for Handling External Review of Faculty Works of National Taiwan University of Science and Technology, and the Provisions for Faculty Promotion Evaluation of the College of Electrical Engineering and Computer Science, National Taiwan University of Science and Technology.

Article 2 New faculty appointments and faculty promotions in the Department shall be made within the faculty quota allocated to the Department, and a balance between new appointments and promotions shall be taken into account.

Article 3 The review of qualifications for new faculty appointments and faculty promotions in the Department shall be conducted in accordance with the relevant provisions of the Review Regulations for Faculty Appointment and Promotion of National Taiwan University of Science and Technology, the Guidelines for Handling External Review of Faculty Works of National Taiwan University of Science and Technology, and the Provisions for Faculty Promotion Evaluation of the College of Electrical Engineering and Computer Science, National Taiwan University of Science and Technology.

Article 4 A faculty member applying for promotion must meet all of the following conditions:

(1) An applicant for Associate Professor must have served as an Assistant Professor for three years or more; an applicant for Professor must have served as an Associate Professor for three years or more. Relevant seniority shall be calculated according to Ministry of Education regulations.

(2) An applicant for Associate Professor must have specialized works of academic or technical value that demonstrate the ability to conduct independent research; an applicant for Professor must have specialized works showing academic or technical originality or contribution.

(3) There is no limit on the number of works an applicant may submit, but they must be papers published after the applicant attained the current rank (the rank held before promotion); the representative work, however, must have been published within the five years preceding the promotion application.

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(4) An applicant must have good achievements in teaching, service, and counseling.

Article 5 A faculty member applying for promotion shall submit the required documents to the Department Faculty Evaluation Committee within the time set by the University.

Article 6 A faculty member applying for promotion may submit, for reference, a list of external reviewers to be excluded (recusal list) of no more than three persons. The recusal list shall be sent to the College Faculty Evaluation Committee and the University Faculty Evaluation Committee for record. The evaluation items include teaching performance, academic works, and service and counseling performance.

Article 7 The scoring items and evaluation criteria for the representative works of newly appointed faculty at the rank of Assistant Professor or above are: "Representative Work (Creative Work)" accounts for 50%, and "Overall Academic and Professional Achievements of the Individual within the Past Five Years" accounts for 50%.

Article 8 The Implementation Rules for the Department's Faculty Promotion Regulations, the Implementation Rules for the Department's Faculty Appointment Regulations, and the Department's Guidelines for Handling External Review of Faculty Works shall be drafted by the Department Faculty Evaluation Committee and shall be implemented after approval by the Department Affairs Council.

Article 9 Matters not provided for in these Regulations shall be handled in accordance with the relevant provisions of the Review Regulations for Faculty Appointment and Promotion of National Taiwan University of Science and Technology, the Guidelines for Handling External Review of Faculty Works of National Taiwan University of Science and Technology, and the Provisions for Faculty Promotion Evaluation of the College of Electrical Engineering and Computer Science, National Taiwan University of Science and Technology.

Article 10 These Regulations take effect upon passage by the Department Affairs Council and after being submitted to the College Faculty Evaluation Committee for record; the same applies to any amendments.

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Regulations for the Allocation of Personal Research Space for Full-Time Faculty of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 8, 2001: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2001 academic year
September 12, 2001: Amended and passed at the 2nd Department Affairs Council Meeting of the 2001 academic year
December 30, 2010: Amended and passed at the 7th Academic and Department Affairs Committee Meeting of the 2010 academic year
January 7, 2011: Amended and passed at the 8th Department Affairs Council Meeting of the 2010 academic year
October 27, 2022: Amended and passed at the 4th Department Affairs Council Meeting of the 2022 academic year

1. The personal research space of the Department's full-time faculty includes each faculty member's personal research office and the student research room belonging to the faculty member. As a rule, each type of research room is assigned on a one-room-per-person basis.
2. Applications for personal research space by newly appointed faculty, and requests by existing faculty to change their personal research space, shall be coordinated and allocated by the Department Chair, and shall take effect after being reported to and approved by the members of the Academic and Department Affairs Committee.
3. Where the Department has vacant faculty research space, it shall be allocated in the following order of priority: faculty without a research room, professors, associate professors, and assistant professors. Among those of the same priority, space shall be allocated in order of the year and month of appointment to the current rank; if that is also the same, in order of the year and month of joining the University; and if both are the same, by drawing lots.
4. If the Department has surplus faculty personal research offices, postdoctoral researchers employed by the Department's faculty and adjunct faculty may apply to borrow them. However, the Department may reclaim them at any time when it needs them, and the borrower must return the research room within one month after receiving notice.
5. The personal research office and the student research room belonging to a departing faculty member shall be cleared of personal belongings and reclaimed by the Department within three months from the effective date of departure.
6. The personal research office and the student research room belonging to a retiring faculty member shall be cleared of personal belongings and reclaimed by the Department within three months from the effective date of retirement.
7. These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Regulations for Changing the Advisor for Undergraduate Practical Projects of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

February 12, 2004: Passed at the 3rd Curriculum and Admissions Committee Meeting of the 2003 academic year
February 19, 2004: Passed at the 6th Department Affairs Council Meeting of the 2003 academic year

Article 1 When the advisor of an undergraduate practical project is changed, the student must obtain a consent form for the change of advisor from both the original advisor and the new advisor.

Article 2 After a student changes advisors, grading and student-record management for the practical project shall still be handled in accordance with the relevant University regulations.

Article 3 These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Regulations for Inviting and Changing Thesis Advisors for General Graduate Students of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

February 12, 2004: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2003 academic year
February 19, 2004: Passed at the 6th Department Affairs Council Meeting of the 2003 academic year
December 31, 2009: Passed at the 6th Department Affairs Council Meeting of the 2009 academic year
October 28, 2010: Passed at the 6th Department Affairs Council Meeting of the 2010 academic year
June 15, 2011: Passed at the 10th Academic and Department Affairs Committee Meeting of the 2010 academic year
June 22, 2011: Passed at the 12th Department Affairs Council Meeting of the 2010 academic year
April 26, 2018: Passed at the 5th Department Affairs Council Meeting of the 2017 academic year
November 20, 2024: Passed at the 3rd Department Affairs Council Meeting of the 2024 academic year

Article 1 For new general students in the master's and doctoral programs, the first stage of inviting an advisor shall be completed within fourteen days after the start of the first semester of admission, and the advisor consent form shall be submitted to the Department Office. In the first stage, the maximum number of general graduate students each faculty member may advise shall be determined by the Department Affairs Council. If any graduate students still have not selected an advisor after the first stage ends, the Department shall conduct the second stage, in which graduate students are matched with faculty members.

Article 2 In the matching stage, graduate students shall indicate in writing, in order of preference, at least five different advisors whom they are interested in being advised by. The Department Office shall conduct the matching on the basis of the order of the students' research interests and the faculty members' willingness to take additional students.

Article 3 In the matching stage, each faculty member may take on one additional graduate student. In addition, a faculty member who has been appointed as a Chair Professor, has received the NSTC Outstanding Research Award, is an IEEE/ACM Fellow, or whose combined industry–academia–research cooperation project funding and technology transfer revenue over the preceding three years exceeds NT$10 million may take on one more additional student.

If a faculty member takes on more additional graduate students than the limit in the preceding paragraph, the faculty member must pay a specified amount in the following year and must personally bear the oral examination fees and transportation costs of the thesis oral examination committee members for those students.

The specified amount in the preceding paragraph is the sum of the amounts corresponding to each over-quota student: NT$5,000 for the first student, NT$10,000 for the second, NT$15,000 for the third, NT$25,000 for the fourth, and NT$40,000 for the fifth. Cases in which the quota is exceeded by six or more students shall be referred to the Academic and Department Affairs Committee for discussion.

Article 4 After the matching is completed, the Department Office shall announce the matching results; matters not addressed shall be referred to the Academic and Department Affairs Committee for subsequent handling.

Article 5 A graduate student who needs to change advisors during his or her period of study may initiate a change by application only once. A graduate student may apply to

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change advisors starting from the second semester. An application to change advisors requires the consent of both the original and the new advisor, or an application submitted to the Academic and Department Affairs Committee.

Article 6 These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Implementation Rules for the Faculty Promotion Regulations of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

October 28, 2004: Passed at the 5th Faculty Evaluation Committee Meeting of the 2004 academic year
November 5, 2004: Passed at the 5th Department Affairs Council Meeting of the 2004 academic year
November 18, 2004: Passed at the 7th Faculty Evaluation Committee Meeting of the 2004 academic year
November 18, 2004: Passed at the 6th Department Affairs Council Meeting and the 8th Faculty Evaluation Committee Meeting of the 2004 academic year
March 31, 2006: Passed at the 6th Faculty Evaluation Committee Meeting of the 2005 academic year
January 16, 2014: Amended and passed at the 8th Faculty Evaluation Committee Meeting of the 2013 academic year
April 25, 2014: Amended and passed at the 6th Department Affairs Council Meeting of the 2013 academic year
April 19, 2018: Amended and passed at the 5th Faculty Evaluation Committee Meeting of the 2017 academic year
April 26, 2018: Amended and passed at the 5th Department Affairs Council Meeting of the 2017 academic year
October 29, 2018: Amended and passed at the 2nd Department Affairs Council Meeting of the 2018 academic year
February 25, 2020: Amended and passed at the 7th Faculty Evaluation Committee Meeting of the 2019 academic year
April 23, 2020: Amended and passed at the 8th Department Affairs Council Meeting of the 2019 academic year

Article 1 These Implementation Rules are established in accordance with the Provisions for Faculty Promotion Evaluation of the College of Electrical Engineering and Computer Science, National Taiwan University of Science and Technology, and Article 8 of the Review Regulations for Faculty Appointment and Promotion of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology.

Article 2 A meeting of the Department Faculty Evaluation Committee may be opened only when at least two-thirds of its members are present, and a resolution requires the consent of at least two-thirds of the members present.

Article 3 Within fifteen days after the promotion application deadline of the semester, the convener of the Department Faculty Evaluation Committee shall convene the Committee to conduct an initial review of whether each applicant meets the eligibility requirements for promotion, in accordance with the "College of Electrical Engineering and Computer Science Threshold for Faculty Promotion Applications."

Article 4 The Department Faculty Evaluation Committee shall nominate a sealed reference list of five to fourteen scholars and experts whose expertise matches the applicant's representative works and submit it to the chairpersons of the College and University Faculty Evaluation Committees, who shall jointly select five persons from the list; the College shall conduct the external review. In principle, external reviewers shall be persons who satisfy the rule that a lower-ranked person may not review a higher-ranked applicant.

Article 5 After the convener has collected the external review experts' evaluation opinion forms on the works, the convener shall convene the Department Faculty Evaluation Committee to discuss, one by one, the materials submitted and the external review opinions for each applicant who passed the initial review, and shall decide by secret ballot whether to "recommend" or "not recommend" the applicant for promotion. For each applicant approved for recommendation, each Committee member shall circle one of the numbers 1, 2, and 3 on a secret ballot (a larger number indicates a stronger recommendation); based on the average value M (calculated to one decimal

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place), a vote shall then be held to determine the individual item scores of each applicant for teaching and for service and counseling.

Article 6 If M is 2.5 or above, the total score that each member gives an applicant resolved to be recommended shall not be lower than 90 points; if M is 1.5 or above but below 2.5, the total score that each member gives shall be between 80 and 89 points; if M is below 1.5, the total score that each member gives shall be between 70 and 79 points. Each individual item score is the average of the members' individual scores. Finally, the applicant's self-evaluation score (maximum 70 points) plus the above individual item score from the Department Faculty Evaluation Committee multiplied by 30%, rounded to the nearest integer, gives the applicant's score for "Teaching" and "Service and Counseling." A score of 90 or above is "Strongly Recommended"; a score of 85–89 is "Recommended"; and a score of 80–84 is "Marginally Recommended."

Article 7 The convener shall notify each applicant individually of the resolution (evaluation opinion form) of the Department Faculty Evaluation Committee, and shall submit the meeting minutes and promotion materials to the College Faculty Evaluation Committee for record.

Article 8 After receiving the evaluation opinion form, and before the Department Faculty Evaluation Committee submits the materials to the College Faculty Evaluation Committee, the applicant may withdraw the application. An applicant who has withdrawn and wishes to apply again in the immediately following promotion cycle must present more and better research, teaching, or service and counseling achievements than in the previous review.

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Guidelines for Handling External Review of Faculty Works of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

March 31, 2006: Passed at the 6th Faculty Evaluation Committee Meeting of the 2005 academic year
April 6, 2006: Passed at the 7th Department Affairs Council Meeting and the 7th Faculty Evaluation Committee Meeting of the 2005 academic year

1. These Guidelines for Handling External Review of Faculty Works are established in accordance with the Guidelines for Handling External Review of Faculty Works of National Taiwan University of Science and Technology.
2. When the Department intends to appoint a new faculty member (through degree-based review), the candidate's works shall be sent for review to scholars and experts outside the University (Department). The external reviewers shall be determined by the Department Faculty Evaluation Committee and shall number no fewer than three; the Department shall conduct the external review.

   When the Department handles faculty promotion, the works shall be sent for review to scholars and experts outside the University. In principle, external reviewers shall be professors or persons with equivalent qualifications. The Department Faculty Evaluation Committee shall draft a reference list of five candidates and give it to the convener, who shall, together with the chairpersons of the College and University Faculty Evaluation Committees, jointly select three persons; the College shall conduct the external review.
3. A faculty member of the Department applying for promotion may submit, for reference, a list of external reviewers to be excluded (recusal list) of no more than three persons. The recusal list shall be sent to the College Faculty Evaluation Committee and the University Faculty Evaluation Committee for record.
4. An external reviewer in any of the following circumstances shall recuse himself or herself from the review:
   (1) The applicant's research advisor.
   (2) A co-author or co-researcher of the applicant's representative works.
   (3) A person who currently serves at the same university as the applicant, or who has previously served in the same department or institute as the applicant.
   (4) A person who is a relative of the promotion applicant, or who is subject to the relevant provisions of Article 32 of the Administrative Procedure Act.

   If a reviewer violates the preceding paragraph by failing to recuse himself or herself, the result of that review is invalid; however, the remaining valid reviews may still be counted toward the review result. If the number of valid external reviews is insufficient, the works shall be sent for additional review to make up the shortfall.
5. To ensure fairness and balance, the selection of external reviewers should, as far as possible, take the following principles into account:
   (1) The reviewers for the same case should, as far as possible, not all be faculty of the same school.
   (2) Faculty of the applicant's alma mater should, as far as possible, recuse themselves; this applies especially where the applicant graduated within the past ten years and the reviewer is from the same department or institute.

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(3) Persons who graduated from the same department of the same university during the same period as the applicant should, as far as possible, recuse themselves from the review.
(4) Persons who have participated in related research jointly with the applicant should, as far as possible, recuse themselves from the review.
(5) For specialized fields in which it is difficult to find suitable reviewers in Taiwan, professors from abroad may be selected as reviewers.

6. The list of external reviewers shall be kept confidential; the materials and review opinions returned by external reviewers shall be compiled, and handwritten ones shall be retyped and proofread.
7. The external review opinions on a faculty member applying for promotion shall be communicated to the applicant, who may submit appropriate explanations or a rebuttal for the reference of the Department Faculty Evaluation Committee in its evaluation.
8. These Guidelines take effect upon passage by the Department Affairs Council and after being submitted to the College Faculty Evaluation Committee for record; the same applies to any amendments.

Note: Article 32 of the Administrative Procedure Act provides that a person in any of the following circumstances shall recuse himself or herself:

(1) Where the person, or his or her spouse, former spouse, blood relative within the fourth degree, relative by marriage within the third degree, or a person who formerly had such a relationship with him or her, is a party to the matter.

(2) Where the person, or his or her spouse or former spouse, stands in the relationship of co-obligee or co-obligor with a party in the matter.

(3) Where the person is or was an agent or assistant of a party in the matter.

(4) Where the person has served as a witness or expert in the matter.

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Regulations for the Selection of Outstanding Teaching Faculty of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

October 19, 2006: Passed at the 2nd Department Affairs Council Meeting of the 2006 academic year
September 10, 2009: Passed at the 2nd Academic and Department Affairs Committee Meeting of the 2009 academic year
September 10, 2009: Passed at the 1st Department Affairs Council Meeting of the 2009 academic year
March 4, 2011: Passed at the 8th Academic and Department Affairs Committee Meeting of the 2010 academic year
March 25, 2011: Passed at the 9th Department Affairs Council Meeting of the 2010 academic year
October 5, 2012: Passed at the 2nd Department Affairs Council Meeting of the 2012 academic year
October 24, 2016: Passed at the 4th Academic and Department Affairs Committee Meeting of the 2016 academic year
October 31, 2016: Passed at the 4th Department Affairs Council Meeting of the 2016 academic year
March 7, 2017: Passed at the 8th Academic and Department Affairs Committee Meeting of the 2016 academic year
March 21, 2017: Passed at the 10th Department Affairs Council Meeting of the 2016 academic year
June 5, 2018: Passed at the 8th Academic and Department Affairs Committee Meeting of the 2017 academic year
March 21, 2017: Passed at the 10th Department Affairs Council Meeting of the 2016 academic year
June 21, 2018: Passed at the 7th Department Affairs Council Meeting of the 2017 academic year
January 14, 2020: Passed at the 7th Department Affairs Council Meeting of the 2019 academic year
April 13, 2022: Passed at the 8th Department Affairs Council Meeting of the 2021 academic year
March 20, 2023: Passed at the 7th Academic and Department Affairs Committee Meeting of the 2022 academic year
March 22, 2023: Passed at the 6th Department Affairs Council Meeting of the 2022 academic year
June 9, 2025: Passed at the 11th Academic and Department Affairs Committee Meeting of the 2024 academic year
October 22, 2025: Passed at the 3rd Department Affairs Council Meeting of the 2025 academic year

Article 1 The Department of Computer Science and Information Engineering (hereinafter "the Department") of National Taiwan University of Science and Technology (hereinafter "the University"), in order to reward outstanding teaching faculty and raise teaching standards, hereby establishes these Regulations in accordance with the University's Operational Guidelines for Rewarding Outstanding Teaching Faculty.

Article 2 Basic eligibility:

(1) Full-time faculty (including jointly appointed faculty): must have taught at the University for at least two years and, in the preceding two academic years, taught at least six courses totaling no fewer than 18 credits or 18 hours.

(2) Project-based faculty: must have taught at the University for at least two years and taught four or more courses in each of the preceding two academic years.

(3) Personnel under the preceding two subparagraphs who, during their service, have received the Ministry of Education's Shi-Duo Award (Excellent Teacher Award) or the National Outstanding General Education Teacher Award are exempt from the selection and shall be given the Outstanding Teaching Award for that academic year.

Seniority under the preceding paragraph is calculated up to August 1 of the academic year in which the selection is conducted. Candidates must be selected and recommended by the Department to participate in the selection of "Outstanding Teaching Faculty of the College of Electrical Engineering and Computer Science"; the number of recommendations shall, in principle, follow the College's regulations for the selection of outstanding faculty.

Faculty members who are on leave without pay or seconded to another organization may not apply for this award during that period.

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Article 3 The Department's recommendation ranks candidates on the basis of evaluation scores. It is conducted in mid-to-late March (second semester) and mid-to-late October (first semester) each year, and the scores are calculated as follows:

1. Courses that a candidate taught in the previous semester are divided into three categories: (1) required undergraduate courses, (2) elective undergraduate courses, and (3) graduate courses (excluding internship courses, credit-program courses, and in-service master's program courses). Scores are calculated from the overall average of the University-administered teaching evaluations.
2. A course is included in the calculation only if the response rate of its University-administered teaching evaluation is 50% or above and the number of respondents is at least 10 for an undergraduate course or at least 5 for a graduate course.
3. Each candidate's score is calculated by the following formula:

$$\text{Score} = \frac{\sum_i(\text{outlier value of course } i \times \text{number of respondents of course } i \times \text{credits})}{\sum_i(\text{number of respondents of course } i \times \text{credits})}$$

4. The outlier value of a course is defined as the course's overall average minus the Department's overall average for that category of courses, divided by the standard deviation for that category.

Article 4 Provided that at least half of the courses a candidate taught in the preceding two academic years received final teaching evaluations higher than the Department's averages for the corresponding categories (distinguished as required, elective, undergraduate, and graduate), faculty members shall be ranked by score to produce the Department's outstanding teaching list for that semester.

Article 5 The Department's recommendation list, after discussion by the Department Faculty Evaluation Committee, shall be submitted to the College of Electrical Engineering and Computer Science for the subsequent selection process.

The order of recommendation shall, in principle, be determined by the ranking on the outstanding teaching list.

If the outstanding teaching list includes faculty members who teach diverse courses, at least one of them shall be included in the recommendation list.

Faculty members who have not been recommended within the past two years may be given priority for inclusion in the recommendation list by the Department Faculty Evaluation Committee.

Article 6 These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Regulations for Applying for Doctoral and Master's Scholarships of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 17, 2006: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2006 academic year
August 24, 2006: Passed at the 1st Department Affairs Council Meeting of the 2006 academic year
September 14, 2007: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2007 academic year
October 4, 2007: Passed at the 3rd Department Affairs Council Meeting of the 2007 academic year
September 17, 2008: Amended and passed at the 1st Department Affairs Council Meeting of the 2008 academic year

1. These Regulations are implemented in accordance with the University's Regulations for Graduate Student Scholarships and Grants.
2. Types and quotas of scholarships:
   (1) Scholarships for 5% of new master's students; the amount is set according to University announcements, for a period of one year.
   (2) Scholarships for graduate students who had excellent academic records in the University's undergraduate program, graduated early, and entered the master's program; the amount is set according to University announcements, for a period of one year.
   (3) Scholarships for a number of full-time doctoral students with excellent academic records; the amount is set according to University announcements, for a period of one year. Recipients may apply repeatedly, but for no more than three years in total.
   (4) A full-time doctoral student with an excellent academic record who has already received the above scholarship for more than three years, but who has outstanding grades and special research potential, may apply to the University as a special case.
3. Application requirements:
   (1) New students in the Department's master's program and students in its doctoral program.
   (2) All applicants must attach their income tax filing records for the previous year to prove that they have no other full-time employment.
4. The total monthly amount received from scholarships, grants, and research project compensation must not exceed NT$28,000.
5. The application period is as announced by the Department Office; applicants must use the current year's application form provided by the Department Office.
6. Application materials shall be reviewed by the Department's Academic and Department Affairs Committee, which shall rank them in order of priority and submit them to the Department Affairs Council for confirmation, after which the scholarships shall be awarded.
7. Graduate students who receive a scholarship under any subparagraph of Point 2 shall serve each semester as a teaching assistant for at least one course, or perform work designated by the Department.
8. These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Regulations for Appeals Against Unsuccessful Faculty Promotion of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

May 30, 2007: Passed at the 12th Department Affairs Council Meeting and the 18th Faculty Evaluation Committee Meeting

Article 1 These Regulations for Appeals Against Unsuccessful Faculty Promotion in the Department (hereinafter "these Regulations") are established in accordance with the Establishment Principles for Faculty Evaluation Committees of Graduate Institutes and Departments of National Taiwan University of Science and Technology.

Article 2 For each appeal case, the Department Faculty Evaluation Committee may, as actually needed, invite up to two external experts or scholars and, together with faculty members of the College, form a five-member task force. The task force shall complete its review within two weeks and submit to the Department Faculty Evaluation Committee a written report setting out the specific handling process and conclusions. During the review, the task force shall give the appellant an opportunity to explain the grounds for the appeal.

Article 3 If at least two-thirds of the task force members agree with the grounds for the appeal, the convener of the Department Faculty Evaluation Committee shall reconvene the Committee, which, after in-depth discussion of the task force's written report, shall vote again. The meeting's resolution and the task force's report shall be sent to the College Faculty Evaluation Committee for review.

Article 4 Matters not provided for in these Regulations shall be handled in accordance with the University's regulations.

Article 5 These Regulations take effect upon passage by the Department Affairs Council and after being submitted to the College Faculty Evaluation Committee for record; the same applies to any amendments.

The English version is provided for reference only.
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Implementation Regulations for Student Counseling by Mentors of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

November 15, 2007: Passed at the 8th Department Affairs Council Meeting and the 3rd Engineering Accreditation Working Meeting of the 2007 academic year

Article 1 These Regulations are established in accordance with the Implementation Regulations for Student Counseling by Mentors of National Taiwan University of Science and Technology and the Department's Regulations for Serving as Mentors.

Article 2 Mentors shall be appointed in accordance with the Department's Regulations for Serving as Mentors, for a term of one year, renewable upon expiration.

Article 3 The Department Chair serves as the head mentor of the department and is responsible for working with the Department's mentors to carry out counseling.

Article 4 The duties of mentors include:

(1) Providing care and counseling: understanding the character, academic work, learning attitudes, and other aspects of their mentees, and providing timely care and counseling. Upon discovering a serious problem (such as illness, an accident, risk of dismissal from school, sudden financial hardship, or psychological or mental abnormality), the mentor shall proactively coordinate with the Office of Student Affairs to handle the case.

(2) Evaluating conduct: the head mentor and the mentor of each class (group) shall assess at all times the conduct of the students of the department and of the class (group), enter each mentee's specific performance in the Student Conduct Evaluation Form in accordance with the University's Regulations for Grading Student Conduct (with comments for any points added or deducted), and submit all forms together to the Office of Student Affairs within the two weeks before the end of each semester.

(3) Handling rewards and penalties: recommendations by the head mentor and class (group) mentors concerning rewards, penalties, and the cancellation of demerits shall be handled in accordance with the rules and regulations promulgated by the University.

(4) Holding class meetings: mentors shall hold at least two class meetings per semester and, after each meeting, guide the mentees in preparing minutes, which shall be sent to the Office of Student Affairs for compilation.

(5) Implementing mentor hours: to strengthen rapport between teachers and students and understand students' circumstances, mentors shall schedule "mentor hours" (at least one hour per week), to be used flexibly for individual talks, class meetings, and other related counseling or social activities.

Article 5 Allocation and use of mentor funds:

(1) Each department shall budget mentor funds, of which 50% shall be paid as mentor work fees and the remaining 50% shall be a mentor activity subsidy, used to subsidize the activities held by each class (group) or to assist financially

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disadvantaged students. The activity plans and the subsidy rules for financially disadvantaged students shall be established by each department or institute.

(2) The mentor activity subsidy may be used for expenses related to talks, lectures, arts appreciation, visits, psychological assessments, seminars on further study and employment, academic tutoring, counseling for special incidents, social dinners, and other activities.

Article 6 These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Regulations for Grading Practical Projects of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

May 23, 2017: Amended and passed at the 14th Academic and Department Affairs Committee Meeting of the 2016 academic year
June 8, 2017: Amended and passed at the 13th Department Affairs Council Meeting of the 2016 academic year

1. To establish a more objective and fair grading mechanism for practical projects and to strengthen the effectiveness of the practical project course, these Regulations are established.
2. Students taking the Department's practical project course must submit a progress report in the first semester and a final report in the second semester as required, and must present their project results by poster (including product demonstration) at the Practical Project Exhibition held by the Department. The progress report and the final report must be submitted before the end of the final examinations. If necessary, the first-semester progress report may be reviewed by the Academic and Department Affairs Committee, which may provide directions for improvement.
3. Grading of the practical project covers two semesters, the first and the second, and is carried out as follows:
   (1) First semester: the advisor assigns the grade two weeks before the end of the semester.
   (2) Second semester: the advisor assigns the grade two weeks before the end of the semester, which accounts for 50% of the semester grade; the other 50% is assigned by a grading committee composed of at least three external experts recommended by the Academic and Department Affairs Committee. All groups must participate in the project competition grading.
4. The details of the project competition shall be handled in accordance with the Regulations for the Practical Project Exhibition and Annual Best Project Competition of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology.
5. These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Regulations for the Practical Project Exhibition and Annual Best Project Competition of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 8, 2001: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2001 academic year
September 12, 2001: Amended and passed at the 2nd Department Affairs Council Meeting of the 2001 academic year
May 23, 2017: Amended and passed at the 14th Academic and Department Affairs Committee Meeting of the 2016 academic year
June 8, 2017: Amended and passed at the 13th Department Affairs Council Meeting of the 2016 academic year

1. Purpose: To improve the effectiveness of students taking the practical project course in the Department of Computer Science and Information Engineering (hereinafter "the Department"), National Taiwan University of Science and Technology, the Practical Project Exhibition and Annual Best Project Competition are held.
2. Project exhibition: All Department students taking practical projects must participate in the Practical Project Exhibition held by the Department, and every project group must give its presentation by poster. One group will be chosen by on-site voting for the Best Popularity Award, and the Department Office will present a certificate and a prize of NT$1,000 as encouragement.
3. Annual Best Project Competition: The rankings shall be determined by the Annual Best Project Grading Committee, and the Department will present certificates and prizes as encouragement. Two groups will receive the Winner Award, with a prize of NT$3,000 per group. Four groups will receive the Honorable Mention Award, with a prize of NT$1,000 per group.
4. These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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The Chinese version shall prevail in case of any discrepancies between the English and Chinese versions.

Implementation Regulations for Practical Projects of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

October 12, 2015: Passed at the 2nd Academic and Department Affairs Committee Meeting of the 2015 academic year
December 4, 2015: Passed at the 3rd Department Affairs Council Meeting of the 2015 academic year
May 23, 2017: Amended and passed at the 14th Academic and Department Affairs Committee Meeting of the 2016 academic year
June 8, 2017: Amended and passed at the 13th Department Affairs Council Meeting of the 2016 academic year

Article 1 Purpose: To encourage students to engage actively in practical project work, develop innovative ways of thinking, and improve their practical and academic abilities, these Regulations are established.

Article 2 Enrollment period: The Department's practical project is a required course for which credit exemption is not permitted. It is normally taken in the second semester of the junior year and the first semester of the senior year. Students with excellent academic records who plan to graduate early may take it in the second semester of the sophomore year and the first semester of the junior year.

Article 3 Project grouping: All full-time (or project-based) faculty of the Department may advise practical projects, and shall announce practical project topics and descriptions by the specified deadline for students to choose from. Each project is undertaken by a group of one to four students. The number of project students each faculty member advises shall be allocated according to the number of students in that semester.

Article 4 Advisor and topic: Students of the Department shall confirm their project advisor in the first semester of the junior year and submit the "Practical Project Topic Selection Form" to the Department Office for compilation and record. Once the project advisor has been confirmed, students may not change advisors arbitrarily. If a change is necessary, the student must complete the "Practical Project Advisor Change Application Form," obtain the signed approval of both the original and the new project advisors, and submit it to the Department Office for compilation and record.

Article 5 Project grading: The details of project grading shall be handled in accordance with the Regulations for Grading Practical Projects of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology. All groups must participate in the project competition grading, and a student passes only if the grades for both semesters are passing.

Article 6 Project retake: A student who does not pass because of a failing grade in either of the two semesters must retake the project and complete the relevant grading requirements. The grading requirements may be changed, and the student made subject to deliberation and disposition by the Academic and Department Affairs Committee, only for special reasons and with its approval.

Article 7 These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Establishment Regulations of the Off-Campus Internship Committee of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

February 22, 2019: Passed at the 8th Academic and Department Affairs Committee Meeting of the 2018 academic year
February 22, 2019: Passed at the 4th Department Affairs Council Meeting of the 2018 academic year
December 1, 2022: Amended and passed at the 5th Academic and Department Affairs Committee Meeting of the 2022 academic year
December 7, 2022: Passed at the 5th Department Affairs Council Meeting of the 2022 academic year

Article 1 These Regulations are established in accordance with the Establishment Regulations for the Off-Campus Internship Committee of National Taiwan University of Science and Technology.

Article 2 To increase the Department's practical teaching resources, build a close platform for industry internship cooperation, cultivate students' practical and applied abilities, and promote the various operations of the off-campus internship program, these Establishment Regulations of the Off-Campus Internship Committee (hereinafter "the Committee" and "these Regulations") are established.

Article 3 The Committee shall consist of seven members. The Department Chair is an ex officio member; five faculty members shall be elected from among the Department's full-time faculty, and there shall be one student representative.

Article 4 Duties and tasks of the Committee:

1. Deliberate on matters concerning the off-campus internship subsidy program.
2. Provide operational advice for off-campus internship courses.
3. Provide funding-planning advice for off-campus internship courses.
4. Establish a dispute-resolution mechanism for off-campus internship courses.
5. Deliberate on disputes arising from off-campus internship courses.
6. Review the results of the periodic evaluations of internship host companies.
7. Handle other matters related to student internships.

Article 5 The Committee shall hold at least one meeting each semester, in coordination with the internship course, and may hold extraordinary meetings when necessary. A meeting may be opened only when at least two-thirds of the members are present, and a resolution requires the consent of at least half of the members present.

Article 6 These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

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Regulations for Early Graduation of Undergraduate Students of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

August 31, 2022: Passed at the 1st Academic and Department Affairs Committee Meeting of the 2022 academic year
October 5, 2022: Passed at the 3rd Department Affairs Council Meeting of the 2022 academic year

Article 1 These Regulations are established in accordance with Articles 3 and 4 of the Regulations for Early Graduation of National Taiwan University of Science and Technology.

Article 2 An undergraduate student of the Department, other than one in an in-service program, who has completed the credits required for graduation one semester or one academic year before the minimum period of study expires, and who meets one of the following conditions, may apply for early graduation:

(1) An average academic score of at least 80, or a GPA of 3.38 or above, in every semester.

(2) A rank within the top 10% of the class or of the Department in every semester.

(3) A cumulative academic average score of at least 85, or a GPA of 3.76 or above.

Article 3 A student who meets the conditions in Article 2 may fill out an application form and apply to the Department. After passing the initial review by the Department's Academic and Department Affairs Committee, the application shall be submitted to the Office of Academic Affairs for final review.

Article 4 These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

The English version is provided for reference only.
The Chinese version shall prevail in case of any discrepancies between the English and Chinese versions.

Regulations for the Selection of Outstanding Research Faculty of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

September 7, 2022: Passed at the 3rd Faculty Evaluation Committee Meeting of the 2022 academic year
October 5, 2022: Passed at the 3rd Department Affairs Council Meeting of the 2022 academic year

Article 1 These Regulations are established in accordance with Points 6 and 7 of the Operational Guidelines for Rewarding Faculty Research of National Taiwan University of Science and Technology (hereinafter "the University" and "the Guidelines," respectively).

Article 2 Any full-time faculty member who meets Point 4 of the Guidelines may apply for the University's research award on his or her own initiative. The application shall state the award category under Point 3 of the Guidelines and shall include written materials helpful to the selection, in accordance with the principles in Point 2 of the Guidelines.

The Department Chair may also nominate full-time faculty members to participate in the selection of outstanding research faculty, in accordance with Point 6 of the Guidelines.

Article 3 The outstanding research faculty of the Department of Computer Science and Information Engineering (hereinafter "the Department") of the University shall be deliberated by the Faculty Evaluation Committee from the list under Article 2; faculty members who are approved shall be recommended to the University's College of Electrical Engineering and Computer Science as candidates for the Outstanding Research Award.

As a rule, the number of faculty members recommended for each award category shall not exceed 12.5% of the number of the Department's full-time faculty.

Article 4 These Regulations take effect upon passage by the Department Affairs Council; the same applies to any amendments.

The English version is provided for reference only.
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Operational Guidelines for the Employment of Postdoctoral Researchers of the Department of Computer Science and Information Engineering, National Taiwan University of Science and Technology

March 31, 2006: Passed at the 6th Faculty Evaluation Committee Meeting of the 2005 academic year
April 6, 2006: Passed at the 7th Department Affairs Council Meeting and the 7th Faculty Evaluation Committee Meeting of the 2005 academic year

1. These Operational Guidelines for the Employment of Postdoctoral Researchers (hereinafter "these Guidelines") are established in accordance with the Operational Guidelines for the Employment of Postdoctoral Researchers of National Taiwan University of Science and Technology.
2. Postdoctoral researchers must have obtained a doctoral degree within five years counting back from the scheduled start date of the project, have research potential, and be able to conduct research independently or carry out the research projects of the Department's faculty or Chair Professors.
3. In principle, a postdoctoral researcher's term of employment is two years per appointment; however, after one year of service a research performance evaluation report must be submitted as the basis for renewal and salary determination for the second year. After completing two years, a researcher with excellent performance may reapply. Counting from the date of the first appointment, the total term of employment shall not exceed four years.
4. An application to employ a postdoctoral researcher shall be submitted by a full-time faculty member or Chair Professor of the Department. An application submitted by a full-time faculty member shall first undergo a preliminary review by the Department Faculty Evaluation Committee. Applications that pass the preliminary reviews of the Department and College Faculty Evaluation Committees shall undergo a final review by a committee of five to seven members appointed by the President. An application submitted by a Chair Professor proceeds directly to the final review.
5. In principle, the quota of postdoctoral researchers in the Department is one-tenth of the number of its current full-time faculty, rounded up to the next whole number; however, the total quota shall be set each year in light of the University's budget situation, and shall be allocated in order of application until exhausted.
6. The salary of a postdoctoral researcher shall follow the NSTC standard, but may be as high as the top step of an Assistant Professor's base salary, as approved case by case by the University's final review committee in light of the applicant's past research performance and the expected outcomes of the projects the applicant will lead or carry out.
7. Postdoctoral researchers with outstanding performance will be given priority consideration for appointment as full-time faculty.
8. These Guidelines take effect upon passage by the Department Affairs Council and after being submitted to the College Faculty Evaluation Committee for record; the same applies to any amendments.

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