

Wenzao Ursuline University of Languages

Regulations Governing External Part-Time Employment of Full-Time Faculty Members

Amended and approved at the Executive Committee on December 3, 2013
Amended and Approved at the University Affairs Committee meeting December 14, 2013
Approved by the President t on January 17, 2014

Article 1

These Regulations are established by Wenzao Ursuline University of Languages (hereinafter referred to as “the University”) to regulate external part-time employment undertaken by full-time faculty members (hereinafter referred to as “faculty members”), in accordance with the Act Governing the Appointment of Educational Personnel, the Regulations Governing Faculty Concurrent Employment at All Levels of Public Schools, and the Ministry of Education’s Regulations Governing External Part-Time Employment of Full-Time Faculty Members in Private Universities and Colleges.

Article 2

The term “external part-time employment” refers to a situation in which a full-time faculty member of the University engages in part-time employment with an external institution or organization during the term of appointment, utilizing a portion of working time, and where such employment is related to the faculty member’s teaching or research expertise.

Article 3

The permissible scope of institutions and organizations for external part-time employment is as follows:

1. Government agencies (institutions), public schools, and registered private schools.
2. Administrative corporations.
3. Non-profit organizations or institutions:
 1. Public, private, or public–private joint enterprises.
 2. Organizations established as public-interest associations or foundations in accordance with the Civil Code.
 3. Enterprises or organizations established or registered in accordance with other applicable laws and regulations.
4. International academic or professional organizations.
5. For-profit enterprises, institutions, or organizations in which the government or the University holds equity interests, or which have established an industry–academia cooperation relationship with the University.

Article 4

Faculty members shall not concurrently hold any of the following positions in for-profit enterprises, institutions, or organizations:

1. Chairperson, director, supervisor, responsible person, manager, or any equivalent executive position, unless serving as a government-appointed representative shareholder.

Notwithstanding the foregoing restriction, the following circumstances shall not be subject to such limitation:

1. Serving as external director, independent director, external supervisor, or supervisor with independent functions in a state-owned enterprise, a publicly listed company (on the Taiwan Stock Exchange or Taipei Exchange), or an unlisted public company that has resolved to apply for listing.
2. Serving as independent director of a subsidiary bank, bills finance company, insurance company, or securities firm wholly owned by a financial holding company.

3. Serving as director of a newly established biotech or pharmaceutical company, subject to the University's approval, where the faculty member may hold ten percent (10%) or more of the company's shares upon establishment, provided that the faculty member is:
 - (1) the principal technology holder of research and development of new drugs for human, animal, or plant use; or
 - (2) the principal technology holder of Class III high-risk medical devices implanted or inserted into the human body.
4. Serving as independent director of a foreign company listed in Taiwan, or a foreign company that has resolved to apply for primary listing in Taiwan.
5. Professional services governed by specific statutes, including attorneys, certified public accountants, architects, and professional engineers.
6. Serving as chairperson or administrative personnel within the statutory staffing structure of a private school.

Article 5

External part-time employment shall not interfere with the faculty member's teaching, research, or service duties at the University, and shall comply with minimum teaching hour requirements and performance standards.

In principle, regular and continuous external part-time employment shall not exceed eight (8) hours per week. However, where special needs arise from industry-academia collaboration or academic exchange, such cases may be approved on a case-by-case basis by the President.

Article 6

Faculty members shall submit a written application in advance for external part-time employment and shall obtain written confirmation from the external institution or organization.

Such employment may only be commenced after approval by the President through the University's administrative procedures. Any renewal, extension, or change shall require re-application and re-approval.

Article 7

The University may deny approval or revoke existing approval for external part-time employment if any of the following circumstances occur:

1. The nature of the employment is incompatible with the faculty member's primary duties.
2. The faculty member fails to meet the University's performance evaluation standards.
3. The employment may adversely affect teaching, research, or service performance.
4. The employment may damage the reputation of the University or the faculty member.
5. The employment may result in disclosure of confidential information.
6. The employment may involve corruption or improper private gain.
7. The employment may lead to improper benefits derived from official position.
8. The employment may involve misappropriation of public funds or improper use of University property.
9. The employment may violate academic neutrality.
10. The employment may endanger the safety or health of the faculty member.

Each department, institute, and center shall review faculty external part-time employment status annually before the end of each academic year, which shall serve as the basis for continued approval.

Article 8

Faculty members who meet any of the following conditions shall not engage in external part-time employment:

1. New faculty members with less than one (1) year of service at the University.
2. Faculty members who fail to meet minimum teaching hour requirements.

3. Faculty members who fail the most recent performance evaluation.

The restriction under Subparagraph 1 may be waived in exceptional cases upon approval by the relevant departmental council and the University through administrative procedures.

Article 9

Where a faculty member engages in external part-time employment without prior approval and such violation is confirmed, the employment shall be terminated immediately. The case shall be submitted to the Faculty Evaluation Committees at all levels for review and disposition.

Article 10

Where a faculty member engages in external part-time employment with a for-profit enterprise, institution, or organization that has established an industry–academia cooperation relationship with the University pursuant to Article 3, Subparagraph 5, and where the employment period exceeds six (6) months, the University and the external institution shall enter into a formal cooperation agreement.

The agreement shall stipulate an industry–academia cooperation fee, which shall be included in the University’s budget and remitted to the University treasury. The monthly fee shall not be less than one-twelfth (1/12) of the faculty member’s monthly salary paid by the University.

Article 11

Any matters not expressly provided for herein shall be governed by applicable laws and regulations.

Article 12

These Regulations shall come into force upon approval by the University Assembly and promulgation by the President. The same procedure shall apply to any amendments.

(The English translation is for reference only. In case of any discrepancy between Chinese version and English version, the Chinese language version shall prevail.)