

Guidelines for the Selection of the Dean

College of Science, National Chengchi University

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Amended and approved at the 60th College Affairs Meeting on December 9, 2008, Article 11
Approved by the President on December 29, 2008
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Reorganized into formal regulations in accordance with the resolution of the 159th University Affairs Meeting on June 29, 2010
Amended and approved at the 79th College Affairs Meeting on April 16, 2012
Ratified at the 169th University Affairs Meeting on June 25, 2012

Article 1.

These Guidelines are established by the College of Science, National Chengchi University (hereinafter referred to as “the College”), in accordance with the University’s Regulations for the Selection of Deans.

Article 2.

The Dean shall be a professor with administrative competence and a strong commitment to service, appointed concurrently. The term of office is three years, and one consecutive reappointment is permitted.

Article 3.

A Selection Committee (hereinafter referred to as the “Committee”) shall be formed and convened by the University to conduct the selection process four months prior to the expiration of the Dean’s term or within two months after a vacancy occurs.

Article 4.

The Committee shall consist of eleven members as follows:

- (1) Seven faculty representatives elected by the College Affairs Meeting. Candidates may be nominated by departments (institutes) or self-nominated, and elected by vote; each department (institute) shall have at least one representative. Alternate members in equal number shall also be elected and ranked by unit.
- (2) Two external academic or professional experts, recommended by departments (institutes), with four candidates elected by the College Affairs Meeting and submitted to the President for final selection.
- (3) Two members appointed by the President.

The convener of the Committee shall be designated by the President, and administrative support shall be provided by the Office of Personnel.

Article 5.

Candidates for Dean shall be nominated as follows:

- (1) Each department (institute) may recommend up to one candidate through its departmental meeting.
- (2) Self-nomination is permitted.

The Committee may also nominate candidates with the endorsement of at least one-third of its members before the application deadline.

Article 6.

The Committee may, when necessary, organize presentations or forums for Dean candidates.

Article 7.

The Committee may convene meetings only when at least two-thirds of its members are present. Resolutions require the approval of more than half of the members present. Members must attend in person and may not appoint proxies.

Article 8.

The Committee shall carry out its duties with fairness and independence, and shall vote on each candidate individually by secret ballot.

When a candidate receives approval from more than half of the members present, the candidate meets the nomination threshold, and vote counting shall cease. Ballots shall be sealed and submitted to the President for reference.

Candidates meeting the threshold shall be listed in order of stroke count of their names, along with detailed personal information and specific reasons for recommendation, and submitted to the President for final appointment.

Article 9.

If the Committee fails to complete the selection process one month before the end of the Dean's term, it may extend the selection period, which shall not exceed six months from the date of its first meeting. During the extension period, to ensure continuity of administration, the President may appoint an acting Dean.

If none of the recommended candidates is appointed by the President, a new Committee shall be formed in accordance with Article 4 to restart the selection process.

Article 10.

If the Dean is eligible for reappointment upon the expiration of the term, the President shall decide on reappointment five months in advance after considering relevant college regulations, the willingness of the incumbent, performance in advancing college affairs, alignment with university development needs, and opinions from within the College.

Administrative support for the reappointment process shall be provided by the Office of Personnel, with assistance from the Election Study Center and the College.

Article 11.

If special circumstances arise during the Dean's term, a motion of no confidence may be proposed by the President or by more than half of the representatives of the College Affairs Meeting. The Vice President shall convene the College Affairs Meeting, and upon approval by at least two-thirds of all representatives, the President may remove the Dean from office. A new Selection Committee shall then be formed in accordance with regulations.

Article 12.

Under any of the following circumstances, the President shall appoint a qualified professor as Acting Dean, whose term shall last until a new Dean assumes office, but not exceeding one year:

- (1) Resignation or vacancy of the incumbent Dean pending a new selection.
- (2) Re-selection pursuant to Article 9, Paragraph 2.
- (3) Removal from office pursuant to Article 11 and pending a new selection.

Article 13.

These Guidelines shall be implemented upon approval by the College Affairs Meeting and ratification by the University Affairs Meeting; the same shall apply to any amendments.

The amendments ratified on June 25, 2012 shall take effect on August 1, 2012.