

College of Bioresources and Agriculture, National Taiwan University

Rules of the Researcher Promotion Review and Standards

Approved by No.2122 University Administrative Council on September 28, 1999

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- Article 1. These Rules accord with the Regulations of the Organization of the Teacher Review Committee.
- Article 2. Researchers applying for promotion must meet the following requirements:
- i. Full-time researchers in this college paid a salary from this university. Full-time researchers who are applying for promotion should get salary pay at the same semester when applying.
 - ii. For current research assistants seeking promotion, they must have spent four years as a research assistant. For current associate researchers, they must have spent four years as an associate researcher or five years as a postdoctoral fellow, and for assistant researchers they must have spent four years as an assistant researcher or five years as a postdoctoral fellow. Those who have specific outstanding achievements are not limited to these restrictions. If there are other special circumstances and one meets the basic requirements set by the Ministry of Education, one may be recommended by the unit and nominated by the dean.
 - iii. Research assistant to assistant researcher promotion requires a master's degree, and assistant researcher to associate researcher or associate researcher to researcher promotion requires a doctorate. Those who have special academic achievements are not limited to this.
- Article 3. Researchers who request promotion must be reviewed on the following items:
- i. Years of service
 - ii. Teaching and service achievements
 - iii. Research achievements

- Article 4. The scoring proportion of each review item is stipulated as follows:
Service years account for 20%, teaching and service achievements account for 30%, research results and works account for 50%.
- Article 5. The maximum total score of the three items is set at 100 points. Those whose total score is less than 80 points will not be promoted.
- Article 6. Researchers of this college who meet the requirements listed in Article 2 may apply for promotion to their department in the **designated period of each year based on the schedule of their department.**
- Article 7. The preliminary review is handled by each department, and those who pass the review will be referred to the college for the second review. The second review work is carried out in two stages. In the first stage, the dean hires a number of professors **from** the relevant departments and/or institutes in the college to organize the Selection Committee **(hereinafter referred to as Committee). The dean is the convener of the Committee to handle the review procedure** in accordance with these measures and submit a report on the review results. In the second stage, the Teacher Review Committee of the University exercises its review power and recommends promotion to the University.
- Article 8. The responsibilities of the Committee are as follows:
- i. **Determine the lists of external reviewers, and inform the associated department to send the evaluation materials for external review.**
 - ii. **Form the Teaching Services Evaluation Panel and Academic Achievement Evaluation Panel (which also reviews the selected representative publications) to provide a comprehensive performance evaluation. When necessary, the panels can adjust the scores that are pre-evaluated by each department itself with appropriate additions and reductions.**
- Article 9. The Dean shall inform the relevant office **(department)** and the applicant of the evaluation results from the Committee. If the parties have doubts about the results of the review, they can submit response documents to the Committee via their Department within ten days after the results letter arrives and request a re-review.

Article 10.

- i. The College Teacher Review Committee exercises the right to check the results of the Teaching Services Evaluation Panel and Academic Achievement Evaluation Panel. The College Teacher Review Committee should give opportunity to the applicants for further oral defense.
- ii. Those who have a total of 80 points or more (including service, teaching, and academic performance) will then be reviewed by the College Teacher Review Committee and be invited for further oral presentation. Promotion of researchers will be performed by secret ballot with only two types of votes (i.e., recommendation or not-recommendation). Applicants who receive approval by two-thirds (inclusive) of the present members will be recommended to the school by the College Teaching Review Committee.

Article 11. The calculation of the researcher's domestic service experience is based on the year and month date from of the appointment letter.

Article 12. Researchers with the following circumstances shall have time deducted from their years of service:

- i. Time spent on unpaid leave will not be calculated towards length of service.
- ii. Those who leave school for more than three consecutive months at a time for any reason will not have this time counted towards length of service.
- iii. For full-time teachers who were simultaneously graduate students, their length of service during the student period shall be calculated as a half.

Article 13. Researchers with the following circumstances shall increase or decrease their years of service:

- i. Those who, while in the current position or their previous position, simultaneously spent more than three months in graduate study in domestic or foreign academic research institutions (and got a degree), shall have this period of time calculated as half. If they did not obtain a degree during this period, the total time counted as length of service shall not exceed one year.
- ii. Time spent in the current position while simultaneously serving as 1) an associate researcher earning a doctorate degree in a domestic or foreign institution, or 2) a research assistant obtaining a master degree in a domestic or foreign institution, is counted as one year.

- iii. Any research assistant who has a doctorate degree shall earn an additional three years.
- iv. Before working at NTU, the consecutive years of serving as a full-time teacher at the same level in public and private universities and famous foreign universities will be included. However, time spent in a domestic private university shall not count for more than two years.
- v. Before working at NTU, consecutive years of research or service at the same level in well-known domestic and foreign research institutions can be calculated in half, and the calculated years shall not exceed two years.
- vi. Time spent as consecutive part-time faculty at the same level in this school and another can be calculated in half, and cannot exceed one year. It shall not be double-calculated with the time from paragraph v of this article.

Article 14. The scores of service years are based on those assessed in accordance with Articles 11 to 13. Those who meet the minimum time employed required by the Ministry of Education will be given 14 points, and every additional year will be given two points. The highest score in this item is 20 points. The calculation of time employed ends at the end of the month, and time under one month will not be calculated.

Article 15. Researchers can have a maximum score of 30 in teaching and service, of which the highest score in teaching is 10 points, and those without teaching and service performance have zero points. The service score is up to 20 points, and the evaluation is based on workload, work quality, and holding various positions inside and outside the school (including teaching hours, concurrently acting as the head of the subsidiary unit and concurrently running the relevant business of the subsidiary unit, academic cadres, academic publication editors, international academic participation, education cooperative affairs, etc.). The score is rated by the affiliated unit with a maximum of 10 points, and the evaluation professor designated by the Dean will give an additional maximum 10 points. The teaching achievements are calculated based on the average number of teaching hours that have been approved by the affiliated unit for the applicant to teach in this school or assigned by the affiliated unit to serve in various training lectures, student internships, outdoor teaching lectures, etc., in each past **year**. The scoring method is as follows:

Associate Researcher	Assistant Researcher	Research Assistant	Score
More than 36 hrs	More than 40 hrs	More than 45 hrs	10
Less than 33 to 36 hrs	Less than 36 to 40 hrs	Less than 40 to 45 hrs	8
Less than 27 to 33 hrs	Less than 29 to 36 hrs	Less than 33 to 40 hrs	6
Less than 20 to 27 hrs	Less than 22 to 29 hrs	Less than 25 to 33 hrs	3
Less than 20 hrs	Less than 22 hrs	Less than 25 hrs	0

Article 16. One representative work submitted for review is limited to a full article, which has been completed and published within the last five years, and should be an article published in an SCI (SSCI, A&HCI) journal with the applicant as the first author or corresponding author (if there are several authors). A list of candidates who can review these academic works shall be submitted by the department (institute) to the College for each applicant: this consists of a list of external scholars and experts (at least **seven**) who are recommended as reviewers and (if necessary) a list of those whom should not be reviewers. The list should be submitted before the end of January each year. After **at least seven** reviewers are recommended by the Promotion Selection Committee of the college, the College shall request the Department or Institute to send the representative works to at least **five** reviewers. After receiving the review opinion result forms, the department or institute will conduct the preliminary review of the applicant based on the review results. Application materials and the review opinion forms will then be sent to the college for review before the end of April. If necessary, this college may send one or two reviewers to review. All the materials submitted for review are not public. **The applicants shall not recommend External Reviewers, but can provide a recusal Reference List of Avoided External Reviewers with appropriate reasons. If the parties have doubts about the results of the review, they can submit response documents to the Committee after the results letter arrives and request an additional one to two external reviewers.**

Article 17. Applicants' academic works that have been published or accepted for publication within the last seven years (calculated based on the effective date of the last promotion) in academic journals with peer review systems at home and abroad will be scored as follows:

Classification	Academic works (Journal or paper publication)	Score
①Top	<i>Science, Nature, Cell</i>	20
②Excellence	An excellent journal recognized by the Research and Development Committee of the University's Research and Development Office.	10
③Outstanding	SCI, SSCI, A&HCI Rank $\leq 15\%$	6
④Great(I)	SCI, SSCI, A&HCI $15\% < \text{Rank} \leq 40\%$	5
⑤Great(II)	a. SCI, SSCI Rank $> 40\%$, IF ≥ 0.2 b. A&HCI Rank: $40\% < \text{Rank} \leq 80\%$ c. TSSCI Rank $\leq 15\%$ d. First-class humanities journal approved by the Research and Development Department of NTU	4
⑥Class A	TSSCI second level journal	3
⑦others	a. SCI, SSCI IF < 0.2 b. A&HCI Ranking $> 80\%$ c. TSSCI Ranking $> 40\%$ d. Other peer-reviewed academic journal papers	2

The ranks of SCI, SSCI, and A&HCI journals should be based on the JCR 5-yr ranks of the previous year. If the 5-yr rank is not available, use the JCR rank from the previous year.

If there are two or more authors of a work, the scoring method is based on the first score multiplied by the percentage in the following table; but if the co-author was the instructor of the applicant during the research conducted for the paper or if the work is part of a co-authoring student's graduation thesis with the applicant as advisor, then it is not necessary to divide scores.

Score		THE ORDER OF THE AUTHORSHIP				
		1	2	3	4	5
Total number of listed authors	2	100%	40%			
	3	100%	25%	20%		
	4	100%	20%	15%	15%	
	5	100%	20%	15%	10%	10%

- Note:
1. If there are co-authors, please indicate the contribution of each author in each work.
 2. The corresponding author and the first author do not have to have their scores divided.
 3. If a work is published as a doctoral dissertation, the work will be awarded at the discretion of the **working group of academic performance**, but only if it is included as representative work.
 4. Papers with six or more authors are scored as with five.
 5. If there are two co-first authors and corresponding authors, each earns 70%. If there are three co-first authors and corresponding authors, each earns 50%.
 6. Only papers produced when the applicant was in the current position and where the current position is listed as the authors' affiliation will be awarded points.
 7. Seminar papers, introduction and review papers, book reviews, conference proceedings, and other non-original research academic papers; and papers not published in academic journals with a peer review system will not be considered.
 8. **Notes, case reports, and short communications will not be included.**
 9. **Papers where the applicant was not in their current position (both rank and institution) or did not use the current institution as their affiliation will not be included.**

For the indicators mentioned in the preceding paragraph, those who are promoted to researchers need to achieve (**accumulative**) 25 points or more, and those who are promoted to associate researchers need to achieve 20 points or more, and those who are promoted to assistant researchers need to achieve 15 points or more to qualify for promotion.

The performance of industry-university cooperation is scored according to the following table:

Classification	Score
Domestic new model or new style patent	1
Foreign new model or new style patents	2
Domestic invention patent	3
Foreign invention patent	4
Technology transfer under NT\$100 thousand to 250 thousand	2
Technology transfer under NT\$250 thousand to 500 thousand	3
Technology transfer under NT\$500 thousand to 1 million	4
Technology transfer of NT\$1 million (inclusive) or more	5
Variety rights	2

- Note: 1. For the same “invention,” “new model,” or “new style,” if both domestic and foreign patents are obtained, or the technology has been transferred, only one of them will be scored.
2. If there are more than two people listed in the performance project of industry-university cooperation, it shall be calculated in accordance with the academic work score distribution regulations.
3. The performance of industry-university cooperation is included in the scoring of academic works, but it is not a substitute for this indicator. Those who need to be promoted to a researcher must reach 25 points or more, and those who are promoted to associate researcher must reach the standard of 20 points or more.

Article 18. The research score includes academic works and review opinions, and the maximum total score is 50 points, where the maximum total for academic works is 30 points and the review opinions account for another 20 points.

Article 19. These Rules and amendments are approved by the College Faculty Meeting and University Administrative Council.

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