

[Promulgated on June 06, 2006]

NATIONAL TAIWAN UNIVERSITY

Operational Guidelines for the One Department plus Multiple Institutes Structure

June 06, 2006 Passed by the 2,435th Administrative Meeting

Article 1 National Taiwan University (NTU or “the University”) formulates the NTU *Operational Guidelines for the One Department plus Multiple Institutes Structure* (“the Guidelines”) as a framework for colleges to streamline operation, coordination, and resource allocation where applicable.

Article 2 The term “One Department plus Multiple Institutes structure” refers to the following scenario:

In the same college, if a specific department and two or more graduate institutes are acknowledged by the affiliated college as having a very close continuity in curriculum design and talent cultivation, a working model should be adopted for operational coordination and resource allocation. In this model, the department serves as the center for business coordination and resource distribution.

Article 3 For those adopting the "One Department plus Multiple Institutes Structure" operation model, the following principles apply:

1. Quota-based faculty of both the department and graduate institutes jointly share responsibilities for undergraduate teaching, student guidance, examination affairs, and related matters. The calculation of teaching hours by faculty shall be handled by the department following university regulations. Subject to approval from both the Department Affairs Meeting and the Institute Affairs Meeting, a faculty member may share half of a full-time position between the department and the institute, with the department as the primary employing unit.
2. The department manages the allocation of teaching assistants for undergraduate courses in accordance with university regulations, and the graduate institutes should cooperate accordingly.
3. For discussions or reviews of agenda items, the Faculty Evaluation Committee or the Faculty Evaluation Panel of the department and graduate institutes may hold joint meetings. If not convened, a Joint Review Committee, consisting of faculty representatives from the

department and the graduate institutes and convened by the department chair, shall be established. The committee reviews resolutions from joint meetings and submit opinions to the college. If necessary, with the approval of two-thirds or more of the attending members, the Joint Review Committee may submit the original proposal and review opinions back to the proposing unit for further deliberation. Subsequently, the result should be submitted to the Joint Review Committee for a second review. The regulations governing the establishment of the Joint Review Committee shall be formulated by the college, with at least half of the committee members being department representatives.

4. The department manages the use of shared space and the funding required for undergraduate teaching, student guidance, examination affairs, and related matters. The college should prioritize such considerations when allocating funds.
5. It is advisable for the department chair to also hold a higher position, such as associate dean of the college, for effective coordination.

Article 4 Departments and graduate institutes under the same college that have the relationship described in Article 2 shall adopt the “One Department plus Multiple Institutes Structure” operational model.

Article 5 In cases where a department has a similar relationship as described in Article 2 with one graduate institute under the same college, the “One Department plus Multiple Institutes Structure” operational model shall apply.

Article 6 In cases where the principles listed in Article 3 encounter obstacles, relevant measures may be autonomously formulated following the spirit of the Guidelines and take effect after approval by the College Affairs Meeting and the Administrative Meeting.

Article 7 The Guidelines shall be passed by the Administrative Meeting and then implemented on the date of promulgation, and the same shall also apply to subsequent amendments.