**Fu Jen Catholic University**

**Guidelines Governing the Establishment of Chairs**

Amended at the Fourth Meeting of the Management Committee for Development Funds for the 2003-2004 Academic Year on July 15, 2004

Amended at the Fourth Meeting of the Management Committee for Development Funds for the 2005-2006 Academic Year on Jun 15, 2006

Amended at the Second Meeting of the Management Committee for Development Funds for the 2009-2010 Academic Year on December 18, 2009

Amended at the Second Meeting of the Management Committee for Development Funds for the 2010-2011 Academic Year on February 23, 2011

Amended at the Fourth Meeting of the Management Committee for Development Funds for the 2010-2011 Academic Year on July 7, 2011

Amended at the Second Meeting of the Management Committee for Development Funds for the 2011-2012 Academic Year on June 15, 2012

Amended at the Second Meeting of the Management Committee for Development Funds for the 2013-2014 Academic Year on May 22, 2014

Amended at the First Meeting of the Management Committee for Development Funds for the 2014-2015 Academic Year on December 31, 2014

Amended at the First Meeting of the Management Committee for Development Funds for the 2017-2018 Academic Year on December 21, 2017

Article 1

The Guidelines were formulated in order to recruit domestic and international scholars who have produced outstanding academic and professional achievements, and thereby develop exceptional talent at the University, transmit academic knowledge, and raise the level of scholarship on campus. The Guidelines were created in accordance with Article 3, paragraph three of Fu Jen Catholic University Regulations Governing the Establishment of the Management Committee for Development Funds, and establish the position of Fu Jen Catholic University \_\_\_\_\_\_ Chair (hereinafter “Chair”). The naming of the Chair and related matters will be reviewed at college-level meetings and then submitted for the review of the Management Committee for Development Funds (hereinafter “the Committee”).

Article 2

There are three categories of Chair: Cardinal Tien Chair, Cardinal Yu Pin Chair, and Archbishop Lokuang Chair. Remuneration for the position is determined based on category. A Chair position may be established and named in accordance with the preceding article. A Chair position created through the donations of a private individual or organizations may be named and established under conditions set by the donor. However, the academic review for the individual nominated to serve as Chair will be conducted in accordance with the Guidelines.

Article 3: Eligibility

1. A Cardinal Tien Chair must satisfy one of the requirements below and continue to display outstanding performance while holding the position:
2. Nobel Prize laureate;
3. Winner of highest international award within their academic discipline;
4. Winner of highest academic award from a major international association within their academic discipline;
5. Winner of highest academic award from the country most advanced in their academic discipline;
6. Member of a national academy who has produced major academic research.
7. The Cardinal Yu Pin Chair must satisfy one of the requirements below and continue to display outstanding performance while holding the position:
8. Winner of academic award conferred by the Ministry of Education;
9. Winner of cultural award from the National Culture and Arts Foundation;
10. Two-time winner of the Ministry of Science and Technology (MOST) Outstanding Research Award (or an equivalent award) who has also produced major research.
11. The Archbishop Lokuang Chair must satisfy one of the requirements below and continue to display outstanding performance while holding the position:
12. Holder of an honorary doctoral degree conferred by the University who has made an exceptional contribution to their academic/professional field or enjoys a reputation of distinction within it;
13. Winner of highest academic award within their academic discipline;
14. An individual who has produced numerous academic publications, is highly influential within their academic discipline, and earns nomination from the Research Grants Review Committee;
15. Three-time winner of the Fu Jen Research Excellence Award who has produced major research.

Article 4: Nomination, review, and appointment procedures

The academic achievements of the nominee form the main criteria when considering appointment to the position of Chair. A nominee must include the following documents as part of the application package: curriculum vitae, list of publications, copies of major articles, proof of academic achievements, other supporting documents, and teaching and research plans. An academic unit may apply before the deadline during the first or second semester. The process is as follows: (1) a program or college makes a nomination, (2) the nomination is reviewed and approved at the College Affairs Council, (3) the nomination is sent for secondary review and approval by the Committee, (4) the nomination is then submitted to the President for approval. The President will then make the announcement and presentation publicly at an important meeting or celebratory event at the University.

Article 5

Remuneration for Chair positions is listed below. Remuneration is determined by a resolution of the Committee.

* 1. Cardinal Tien Chair:
1. A full-time instructor at the University will be awarded in between NT$600,000 and NT$1,000,000 per year, and receive a reduction of two to six teaching hours a week per semester. An instructor who receives the aforesaid reduction may not claim overtime teaching pay.
2. An instructor who is not a full-time instructor at the University may receive three-times their hourly teaching pay as well as other appropriate courtesies.
	1. Cardinal Yu Pin Chair:
3. A full-time instructor at the University will be awarded in between NT$300,000 and NT$600,000 per year, and receive a reduction of two to four teaching hours a week per semester. An instructor who receives the aforesaid reduction may not claim overtime teaching pay.
4. An instructor who is not a full-time instructor at the University may receive three-times their hourly teaching pay as well as other appropriate courtesies.
	1. Archbishop Lokuang Chair
5. A full-time instructor at the University will be awarded in between NT$150,000 and NT$300,000 per year, and receive a reduction of two to four teaching hours a week per semester. An instructor with reduced teaching hours may not receive overtime.
6. An instructor who is not a full-time instructor at the University may receive twice their hourly teaching pay as well as other appropriate courtesies.

In addition to the remuneration described above, the Committee may support the contribution of the Chair’s academic expertise through ad hoc funding and subsidies for teaching, leading research teams, publishing articles, organizing academic conferences, and participating in academic activities overseas. Funding categories and values will be determined by the Committee separately.

Article 6

The duties of a Chair are as follows:

* 1. A full-time instructor at the University must give one lecture on campus each academic year. They must also lead teams and participate in major comprehensive research projects at the University, assist in supervising and planning major areas of research at the University, or advise graduate students and help develop the next generation of outstanding talent.
	2. An instructor who is not a full-time instructor at the University must teach at least one course per semester and publish articles and works which specify a joint institutional affiliation with Fu Jen Catholic University. They must also lead teams and participate in major comprehensive research projects at the University, assist in supervising and planning major areas of research at the University, or advise graduate students and help develop the next generation of outstanding talent.

Article 7

At least two-thirds of Committee members must be present in order to convene a meeting. A resolution must earn the support of at least two-thirds of members in attendance. The Committee will determine which position is awarded. If a Committee member, their spouse, or a relative within the third degree of kinship is a nominee, the Committee member must recuse him/herself and may not participate in deliberations or the vote.

Article 8

The position of Chair is honorary. A Chair serves one term of three years. A full-time instructor who previously held a Chair position may not be nominated again for the same position or a lower one.

Article 9

If one of the following situations occurs before the expiration of a Chair’s term, the Committee may pass a resolution requesting the President to terminate the appointment:

* 1. The Chair resigns from their position or does not fulfill their duties as Chair.
	2. There are sufficient facts to demonstrate the Chair is no longer suitable for the position.

Article 10

If it is discovered and confirmed that an application involves a violation of academic ethics, the full value of all funding that was awarded must be returned, and no applications for research funding may be made for a two-year period effective the date of notification.

Article 11

The Guidelines were passed by the Management Committee for Development Funds and will be promulgated and implemented after the approval of the President. The same procedure will be followed for each amendment.