

Regulations for the Establishment of the Teacher Evaluation Committee in the  
Department of Hospitality Management and Tourism, Kainan University

Passed in the 10th Department Meeting on September 19, 2001 Passed in the 1st  
School Teaching Evaluation Committee Meeting on March 26, 2002 Amended and  
passed in the 1st Department Meeting on August 8, 2006 Amended and passed in the  
1st School Teaching Evaluation Committee Meeting on August 9, 2006 Amended and  
passed in the 8th Department Meeting on March 4, 2009 Amended and passed in the  
3rd Department Meeting on October 14, 2009 Amended and passed in the 4th College  
Teaching Evaluation Committee Meeting on November 4, 2009 Amended and passed  
in the 5th School Teaching Evaluation Committee Meeting on November 11, 2009  
Amended and passed in the 14th Department Meeting of the 105th Academic Year on  
April 12, 2017 Amended and passed in the 16th Department Meeting of the 105th  
Academic Year on May 10, 2017 Amended and passed in the 8th College Teaching  
Evaluation Committee Meeting of the 106th Academic Year on May 14, 2017 Passed  
in the 8th School Teaching Evaluation Committee Meeting of the 106th Academic  
Year on May 30, 2017

Article 1: In accordance with the provisions of the Teacher Evaluation Committee  
established by Kainan University, the Department of Hospitality Management and  
Tourism, hereinafter referred to as "the Department," hereby establishes these  
Regulations for the Teacher Evaluation Committee, hereinafter referred to as "these  
Regulations."

Article 2: The responsibilities of the Teacher Evaluation Committee of the  
Department, hereinafter referred to as "the Committee," are as follows:

1. Review of teachers' service qualifications, qualifications, levels, and  
appointment terms.
2. Review of teacher appointments, promotions, dismissals, suspensions, non-  
renewals, and terminations.
3. Review of teacher requests for extended service, overseas lectures, research,  
and further education.
4. Examination of teachers' qualifications for leaves of absence.
5. Other matters that require review by the Committee in accordance with laws  
or university regulations.

Article 3: The Committee shall consist of at least five full-time associate professors or  
above from the Department, with priority given to associate professors or above. The  
department chairperson shall serve as the convener. In cases of conflicts of interest,  
the conflicted party must recuse themselves. The term of office for Committee  
members is one year, and reappointment is allowed upon the expiration of the term. In  
the event that the Department does not have a sufficient number of qualified teachers,

the dean may request the president to appoint scholars and experts with teaching qualifications from within or outside the university to serve as Committee members.

Article 4: The Committee shall hold meetings at least once per semester, and may convene special meetings as necessary. The meeting must be attended by at least half of the members, and resolutions shall be passed with the consent of more than half of the attending members. However, decisions regarding promotions, dismissals, suspensions, non-renewals, and terminations shall require the attendance of at least two-thirds of the Committee members and the consent of at least two-thirds of the attending members for passage. In the case of major decisions concerning teachers that are clearly inconsistent with laws and regulations, the School Teaching Evaluation Committee may directly make amendments.

Article 5: In the event that the convener of the Committee is unable to preside over a meeting, they shall designate a member with equivalent qualifications to act as the chairperson. Committee members shall recuse themselves from reviewing matters related to themselves, their spouses, and third-degree relatives. Their attendance or absence shall not be counted in the total number of attending members.

Article 6: Committee members shall recuse themselves from the evaluation of teacher promotions, and their attendance or absence shall not be counted in the total number of attending members.

Article 7: The Committee may invite relevant personnel to attend meetings and provide reports or explanations as needed.

Article 8: Records shall be kept of Committee meetings, including recorded decisions. After being signed by the convener of the Committee, these records, along with the individual teacher's submission materials, shall be submitted to the School Teaching Evaluation Committee for review.

Article 9: If an applicant disagrees with a decision of the Committee, except for decisions regarding promotions, dismissals, suspensions, non-renewals, and terminations, they may, within fifteen days from the date of receiving the decision notice, submit a written statement explaining their reasons to the School Teaching Evaluation Committee for re-evaluation. The School Teaching Evaluation Committee shall conduct the review in accordance with established procedures.

Article 10: Matters not covered by these Regulations shall be handled in accordance with the relevant provisions of Kainan University's Regulations for the Establishment of the Teacher Evaluation Committee and related regulations.

Article 11: These Regulations, after being approved by the Department Meeting, shall be submitted for approval by the School and University Teacher Evaluation Committees before implementation. The same process applies when making amendments.

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