

Regulations for the Selection of the Department Chair, Department of Environmental Engineering, National Cheng Kung University

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Article 1

To carry out the selection of the Department Chair, the Department of Environmental Engineering, National Cheng Kung University (hereinafter referred to as "the Department") establishes these regulations in accordance with Article 28 and Article 28-1 of the University's Organizational Regulations.

Article 2

The term of the Department Chair shall be three years and may be renewed once through re-election. Suppose the current Chair intends to continue for another term. In that case, they must obtain approval at least six months before the end of their term by securing the presence of at least two-thirds of all full-time faculty members at a Department Affairs Meeting and receiving approval from at least two-thirds of those present. Upon approval, the Dean of the College of Engineering shall submit the recommendation to the University President for reappointment. If approval is not granted, a new Chair shall be selected in accordance with these regulations.

Article 3

To ensure smooth departmental operations, a Selection Committee shall be formed five months before the end of the Chair's term. The selection process shall be completed no later than one and a half months before the term's end, in accordance with these regulations.
Suppose the Chair position becomes vacant for any reason. In that case, the Dean of the College of Engineering, in consultation with the University President, shall appoint a full-time faculty member at the rank of Associate Professor or above as the Acting Chair. The Selection Committee shall be formed immediately, and the Chair shall be appointed in accordance with these regulations. The acting term may not exceed one year.

Article 4

The Selection Committee is responsible for reviewing the qualifications of and recommending candidates. The committee shall be composed of at least five full-time faculty members elected by all full-time faculty. At least half of the committee members must be Associate Professors or above. Alternate members shall also be designated.

The members shall elect a convener for the committee, who will preside over its meetings.

If a committee member becomes a candidate for Chair, they must resign from the committee.

Meetings require the attendance of at least two-thirds of the committee members to proceed.

Article 5

Candidates for Department Chair must meet the qualification requirements for administrative heads of departments as stipulated in the University Act and must also meet one of the following criteria:

1. Be a full-time faculty member of the Department at the rank of Associate Professor or above.
2. Be an external candidate publicly solicited by the Selection Committee from a relevant field, recommended by three full-time faculty members of the Department or by academic institutions (domestic or international) related to the Department's teaching and research fields, and meet the University's criteria for the rank of Professor at the time of appointment.

Article 6

The Selection Committee shall publicly solicit suitable candidates from both internal and external sources. After conducting a comprehensive evaluation of candidates' character, academic research ability, leadership, and administrative capability, the committee shall nominate the most suitable candidate.

In principle, internal candidates nominated may not refuse the nomination.

Full-time faculty members of the Department may also submit a letter of intent to the Selection Committee convener to self-nominate as a candidate for Chair.

Article 7

The selection of the Department Chair shall be conducted in two stages:

1. **Stage One:**

Voting is held at a Department Affairs Meeting attended by at least two-thirds of all faculty members at the rank of Assistant Professor or above.

Candidates do not need to recuse themselves during the voting process.

A multi-vote anonymous ballot is used, allowing voters to select one to three candidates.

Candidates who receive more than half of the votes cast will be ranked by vote count, with up to three candidates progressing to the second stage.

2. Stage Two:

The Selection Committee shall vote anonymously on the candidates selected in Stage One, in order of vote count.

The College Dean shall recommend a candidate receiving more than half of the committee members' votes to the University President for appointment.

If none of the candidates receive more than half of the votes, Stage One shall be repeated once. No further repeat is allowed.

Article 8

Suppose the Department Chair is deemed unsuitable to continue due to a significant incident during their term. In that case, a motion for removal may be proposed by at least half of the Department Affairs Meeting representatives or by at least half of all faculty members.

The motion must be approved at a Department Affairs Meeting attended by at least two-thirds of the representatives, with approval from a majority of those present.

Upon approval, the recommendation for removal shall be submitted to the University President for final decision.

Article 9

Matters not covered in these regulations shall be handled in accordance with relevant University rules and regulations.

Article 10

These regulations shall be implemented after approval by both the Department Affairs Meeting and the College Affairs Meeting, and upon ratification by the University President. The same procedure shall apply to any amendments.