

**Guidelines for the Selection and Recommendation of the Director  
Graduate Institute of Clinical Nursing, National Chung Hsing University**

Approved by the 4th Institute Affairs Meeting on December 4, 2024

**Article 1**

These guidelines are established by the Graduate Institute of Clinical Nursing (hereinafter referred to as "the Institute") in accordance with the "Regulations Governing the Selection, Recommendation, and Dismissal of Department Heads at National Chung Hsing University."

**Article 2**

Three months prior to the expiration of the current director's term or within one month of a vacancy, the outgoing director or acting director shall convene a Selection and Recommendation Committee (hereinafter referred to as "the Committee") to oversee the selection and recommendation of a successor.

**Article 3: Establishment and Responsibilities of the Committee**

1. All full-time faculty members (including project faculty) at the rank of assistant professor or above are ex-officio members. If the number of committee members is fewer than five, external members with qualifications equivalent to professor rank may be appointed with the approval of the Institute Affairs Meeting.
2. Within one week of its establishment, the Committee shall hold its first meeting, convened by the Dean or a designated representative. The members shall elect one among themselves to serve as Convener and Chairperson.
3. If any elected committee member meets one of the following conditions, they shall be replaced by an alternate:
  - (1) They become a nominee for the director position.
  - (2) They are unable to participate and formally request to withdraw.
  - (3) They have a spousal, blood-relative, or in-law relationship within three degrees of kinship with a candidate, or have a former teacher-student relationship involving thesis supervision.
  - (4) They are dismissed from the Committee by its members through a resolution.
4. The Committee shall publicly solicit, recommend, or accept nominations for eligible candidates, conduct a comprehensive review, and submit the list of qualified candidates and their application materials for election.

5. The Committee is automatically dissolved upon the confirmation of the new director by the university president.

#### **Article 4: Qualifications of Candidates for the Director Position**

1. Candidates must hold a rank of associate professor or above, as certified by the Ministry of Education.
2. Candidates must demonstrate academic achievements, enthusiasm for service, administrative capability, impartiality, and exemplary character.
3. Candidates must meet at least one of the following conditions, with published works meeting the standards set by the university's regulations for faculty promotion and appointment:
  - (1) Published three or more papers (as the first or corresponding author) in international journals recognized by the Institute within the past five years, or achieved equivalent results such as patents, new variety development, or technology transfers.
  - (2) Served as the principal investigator of National Science Council research projects for three or more years within the past five years.
  - (3) Received university-level awards for teaching or outstanding service within the past five years.

#### **Article 5: Election Procedures**

1. **Eligibility of Voters:**

Eligible voters are full-time faculty members at the rank of lecturer or above under the university's staffing. For departments within the College of Medicine, additional eligible voters include full-time and project faculty as well as professional technical personnel at the rank of assistant professor or above, as specified in the "Teaching and Research Collaboration Agreement" with teaching hospitals.
2. Faculty members on leave for research, further education, or secondment who are unable to vote shall not be included in the total number of voters.
3. The election shall be conducted by the Committee via secret ballot. At least two-thirds of eligible voters must participate for the election to be valid. Candidates must receive at least half of the total votes to be considered elected. The names of elected candidates, listed in the order of their surnames, along with their detailed personal information, shall be submitted to the Dean and forwarded to the university president for approval no later than two months before the current director's term expires.

## **Article 6: Term of Office**

The term of office for the director is three years, starting on either February 1 or August 1. Directors may be re-elected for one consecutive term.

## **Article 7: Special Circumstances**

If the selection process cannot proceed as scheduled or faces significant difficulties, the Dean may recommend a candidate to the university president for direct appointment in accordance with relevant laws and Ministry of Education regulations.

## **Article 8: Dismissal During Term**

In the event of special circumstances during the director's term, the Dean may initiate a discussion or, upon a petition signed by more than half of the full-time faculty, propose a motion of no confidence. The Dean shall convene an Institute Affairs Meeting, and if at least two-thirds of the attending representatives approve, the Dean shall request the university president to dismiss the director. A new selection committee shall then be formed to conduct a replacement election.

## **Article 9: Implementation and Amendments**

These guidelines shall take effect upon approval by the Institute Affairs Meeting and confirmation by the Dean. Amendments shall follow the same procedure.