

# Dean Election Rules for College of Engineering, NCTU

Prescribed on September 27<sup>th</sup> 1994

Amendments adopted at the 1<sup>st</sup> provisional Meeting of College Affairs on May 6<sup>th</sup> 1997

Amendments adopted at the 1<sup>st</sup> Meeting of College Affairs on June 26<sup>th</sup> 2008

Amendments adopted at the 1<sup>st</sup> Meeting of College Affairs on November 7<sup>th</sup> 2011

Approved and adopted at the 11<sup>st</sup> Administrative Meeting on November 25<sup>th</sup> 2011

**PS: English version provided for reference, the official version is in Chinese.**

I. The Rules are established in accordance with the Election Guidelines for Heads of Department/Graduate Institute at NCTU and Organizational Rules of College of Engineering.

II. The Dean Election Committee shall be organized for the Election of the next dean 6 months before the current dean's term of office expires or when the position of the Dean is vacated. The Dean Election Committee shall have 8 to 10 commissioners, who shall be elected in the following ways:

- (1) One chairman of the Committee: the chairman can be the President of the University himself/herself or a person designated by the President of the University.
- (2) Seven teacher representatives of the College: the representatives are elected from each department/graduate institute. The number of the representative for each department/graduate institute is: 2 for Department of Mechanical Engineering, 2 for Department of Civil Engineering, 2 for Department of Material Science and Engineering, and 1 for Institute of Environmental Engineering.
- (3) The commissioners are selected by the Meeting of College Affairs. In addition, the President of the University may designate one to two impartial and enthusiastic person(s) as the commissioner(s) of Election from external institutes.

If any commissioner of the Dean Election Committee becomes the candidate of the Dean of the College, he/she shall withdraw from the Committee, and a new commissioner shall be elected by the Department/Graduate Institute to fill the vacancy of the position.

III. The duties and responsibilities of the Dean Election Commission include recommendation, first review, nomination, organization and overseeing of the election. The commissioners shall attend the meeting of the Election Committee in person rather than by any proxy. A meeting shall be held when more than two-thirds of all the commissioners are present.

IV. Methods for recommendations of the candidates of the dean:

- (1) Public countersignature – a candidate can be recommended by the countersignature of more than 8 full-time teachers above the rank of lecturers of College of Engineering.
- (2) Recommended by Meeting(s) of Department/Institute Affairs.
- (3) Recommended by the commissioners of the Dean Election Committee.

The candidate's curriculum vitae shall be submitted for recommendation.

V. After the first review of the candidate's curriculum vitae by the Dean Election Committee,

the candidate may be nominated as the candidate of the dean of the College, which shall be announced to every department/graduate institute one week before the vote for providing the reference materials or information to the teachers with the right to vote.

VI. All the full-time faculty of the College have the right to vote, but teachers on secondment do not. Teachers, who are on sabbatical, abroad for advanced study, attending conference abroad, or travelling far on business trip for important affairs, can designate an agent to exercise the right to vote. The format of the appointment letter is uniformly made by the Dean Election Committee.

The vote shall be conducted by secret ballot, and the number of candidate Election on the ballot ticket is not limited.

VII. The time, location, scrutineer and other details concerning the vote shall be arranged/announced by the Dean Election Committee additionally.

VIII. Coping with results of the vote:

- (1) If one candidate gains more than 1/2 of the total votes, the Dean Election Committee shall recommend the candidates with the most and with the second most votes to the President of the University, who shall appoint one candidate as the Dean of the College from the two.
- (2) If all of the candidates do not gain more than 1/2 of the total votes, a second vote shall be carried out; candidates with the most and with the second most votes in the first vote shall be the candidates in the second vote. After the revote, the Dean Election Committee shall recommend the candidates according to the number of the votes in sequence to the President of the University, who shall appoint one candidate as the Dean of the College from the two.

IX. The Rules have been approved by the Meeting of the College Affairs, and is implemented after being submitted to the Administrative Meeting for review; all amendments shall follow the same procedures as above.