

# YZU Regulations of Salary Assessment for Faculty And Staff

Passed by the 14<sup>th</sup> Administrative Committee of the 1992 School Year, November 9, 1992  
Approved by Letter (81)-Jen-Tzu No.70434 of the Ministry of Education, December 22, 1992  
Amended by the 35<sup>th</sup> Administrative Committee of the 1993 School Year, April 25, 1994  
Approved by Letter (83)-Jen-Tzu No.025790 of the Ministry of Education, May 19, 1994  
Amended by the 6<sup>th</sup> Administrative Committee of the 1996 School Year, January 13, 1997  
Approved by Letter (86)-Jen-1-Tzu No.86018247 of the Ministry of Education, March 4, 1997  
Amended by the 5<sup>th</sup> Administrative Committee of the 2009 School Year, November 16, 2009  
Approved by Letter (98)-Chi-Tzu No.0124 of the ROC Private School Staff Retirement and Bereavement  
Compensation Fund Management Committee, December 24, 2009  
Amended by the 2<sup>nd</sup> Administrative Committee of the 2014 School Year, August 20, 2014  
Approved by Letter Chu-Jin-Ye-Tzu No.1030000210 of the ROC Private School Staff Retirement and Bereavement  
Compensation Fund Management Committee, September 2, 2014  
Amended by the 26<sup>th</sup> Administrative Committee of the 2021 School Year, July 20, 2022  
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Compensation Fund Management Committee, August 2, 2022  
Amended by the 4<sup>th</sup> Administrative Committee of the 2024 School Year, October 9, 2024  
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Amended by the 5<sup>th</sup> Administrative Committee of the 2024 School Year, October 23, 2024  
Approved by Letter Chu-Jin-Ye-Tzu No.1130002653 of the ROC Private School Staff Retirement and Bereavement  
Compensation Fund Management Committee, November 26, 2024

Article 1 The assessment criteria of salary grades for full-time faculty and staff within the staffing complement in Yuan-Ze University (hereafter, 'the University') are set forth based on these regulations.

Article 2 The salary grade for the University's faculty and staff shall refer to the salary grade of public junior college and above. Please refer to Appendix I: YZU Salary Grade Criteria for President, Faculty/Assistant; Appendix II: YZU Salary Grade Criteria for Staff.

Article 3: For newly appointed teachers at this university, the salary will generally start from the lowest salary grade applicable to the position. Lecturers and assistant professors who hold a doctoral degree may start at a salary of 330 points. The seniority considered for salary determination must be in positions of equivalent rank and must reflect excellent service performance. Seniority will not be counted for periods of less than one year or for leave without pay. The principles for salary determination are as follows:

1. The work experience as a qualified full-time teacher in a public or private university that is approved by the Ministry of Education, and in positions of the same rank, may be

counted after being approved by the University's Teacher Evaluation Committee. For every complete year of service, the salary will be increased by one grade, up to the maximum seniority salary for the appointed position.

2. For those who have worked in public positions, specialized professions, or in academic or research positions at domestic or overseas universities or other academic institutions recognized by the Ministry of Education, and whose work is related to teaching and similar in nature to the subjects they teach, the work experience may be counted after approval by the University's Teacher Evaluation Committee, subject to the maximum seniority salary for the appointed position.
3. Educational qualifications and work experience must be supported by original diplomas or official certification.

Article 4: For newly appointed technical staff (those not in senior management positions), salary determination will be based on their educational qualifications. The salary standards for staff are outlined in Appendix II: "YU Salary Grade Criteria for Staff"; the salary standards for janitors are outlined in Appendix III: "YU Salary Grade Criteria for Janitors." For technical staff who have worked in administrative authorities, public or private universities with excellent service records, their work experience in positions of equivalent rank may be accumulated for seniority, with an increase of one grade for every year of service, subject to the maximum seniority salary for the appointed position.

For newly appointed technical staff who are selected by the university to serve in senior management positions as defined by the university's organizational regulations, their salary will be based on their educational qualifications and the work experience in administrative authorities, public or private universities that is equivalent to their current position, with seniority accumulated for every year of service. The salary will be determined starting from the corresponding salary grade for the position and grade after the promotion.

Article 5 The seniority that faculties and staffs have served for the University may be raised for a higher rank for each year of working, till the highest salary grade of the position concerned.

Article 6 Newly appointed faculty/staff shall submit required documents of educational degrees or working experience to the Personnel Office for salary assessment within one month beginning from the date of service.

Article 7 The paying of salary and reassessment of salary grade of faculty/staff shall be processed in accordance with the following regulations:

1. The paying of salary: The salaries of faculty, staff, and janitor will be paid starting from the actual work date.
2. Reassessment: For faculties who apply for reassessment of salary grade due to re-submission of diploma or application for new qualification, the revised salary will be paid starting from the date of ratification. Staffs and janitors who obtained a higher educational degree shall not apply for reassessment of salary grade.

Article 8 Matters not stipulated in these regulations shall comply with 私立專科以上學校教職員工敘薪原則and relevant regulations.

Article 9 These regulations are passed by the Executive Committee and will be adopted before being reported to The ROC Private School Staff Retirement and Bereavement Compensation Fund Supervisory Committee for ratification, as shall amendments when they are made.

**The English translation is for reference only. In case of any discrepancy between Chinese version and English version, the Chinese version shall prevail.**