

Measures on Promotion of Professional and Technical Titles for Foreign Teachers of NUIST (Trial)

Chapter I General Provisions

Article 1 In accordance with the relevant regulations of the State Administration of Foreign Experts Affairs and the Ministry of Education, and taking the actual situation of NUIST into consideration, these measures are formulated to promote the professional development of foreign teachers, to enhance their teaching and research ability, to give full play to the important role of foreign teachers in teaching, scientific research and talent cultivation work, and to promote the construction of a first-class research-oriented university with distinctive international characteristics.

Article 2 The professional and technical titles for foreign teachers of NUIST are divided into three levels: lecturer, associate professor, and professor. Professional and technical titles are divided into two categories: teaching category and academic category.

Article 3 The professional and technical titles shall be evaluated and appointed on the basis of foreign teachers' comprehensive performance in professional ethics, teaching, scientific research and social services.

Chapter II Promotion Conditions

Article 4 Basic Conditions

1. Comply with Chinese laws and regulations as well as NUIST's relevant rules and regulations, respect *Regulations on the Administration of Religious Activities of Foreigners within the Territory of the People's Republic of China* and Chinese customs, abide by Chinese moral standards, and have no criminal records.

2. Be enthusiastic in the education career, responsible, able to complete working tasks, and actively involved in NUIST's development and social welfare undertakings.

3. Be evaluated as qualified or above in all the previous annual

assessments and professional ethics assessments since taking up current position.

4. Hold a master's degree or above.

Article 5 Specific Conditions

1. Lecturer

To be recognized as Lecturer, one should meet one of the following conditions:

(1) Hold a doctoral degree.

(2) Hold a master's degree and simultaneously meet the following conditions:

① Have been engaged in teaching and research work at NUIST for 2 years or more;

② The average annual teaching workload shall be 288 class hours or more, with a teaching workload certificate issued by the school he/she is working for, which shall be reviewed by Teaching Affairs Office and evaluated as “good” level by Teacher Development and Teaching Evaluation Center.

2. Associate Professor

(1) To be recognized as Associate Professor (teaching category), one should meet one of the following conditions:

① Simultaneously meet all the conditions of a, b, c and one of d, e, f, g.

a. Hold a doctoral degree and have been engaged in teaching and research work at NUIST for 2 years or more, or hold a master's degree, have been a lecturer for 3 years or more and have been engaged in teaching and research work at NUIST for 2 years or more;

b. The average annual teaching workload shall be 288 class hours or more, with a teaching workload certificate issued by the school he/she is working for, which shall be reviewed by Teaching Affairs Office and evaluated as “excellent” level by Teacher Development and Teaching Evaluation Center;

c. Publicly publish at least 2 D-level academic papers in domestic or foreign journals as the first author or the corresponding author, with NUIST as the first affiliation;

d. Host or participate in (as top 2 participants) a provincial-level or above teaching and research project or scientific research project with NUIST as the supporting affiliation. The project level should be assessed by NUIST Professional Title Evaluation Committee;

e. Guide students to win a bronze medal or above in the Provincial College Students' Innovation and Entrepreneurship Training Program as a top-ranked instructor, or in the China International College Students' 'Internet+' Innovation and Entrepreneurship Competition (international track) as an instructor (ranked top 2);

f. Publish a textbook in English as the top-ranked author, write a textbook recognized as a national/provincial key textbook as the top 2 authors, develop a course recognized as a national/provincial level course (online courses included), or win other national/provincial teaching projects recognized by NUIST (the Ministry of Education's collaborative education projects of industry, education and research excluded);

g. As a coordinator, assist NUIST to successfully establish a Sino-foreign joint education institution or program with well-known foreign universities and participate in the entire application process, or sign a cooperation agreement with a top 200 foreign university in the world, or sign a substantive cooperation agreement with other foreign universities recognized by China.

② Those appointed as Assistant Professors or above in foreign universities, or with equivalent qualifications, can be directly appointed as Associate Professors.

(2) To be recognized as Associate Professor (academic category), one should meet one of the following conditions:

① Simultaneously meet all the conditions of a, b, c and one of d, e, f, g.

a. Hold a doctoral degree and have been engaged in teaching and research work at NUIST for 2 years or more, or hold a master's degree, have been a lecturer for 3 years or more and have been engaged in teaching and research work at NUIST for 2 years or more;

b. The average annual teaching workload shall be 64 class hours or more, with a teaching workload certificate issued by the school he/she is working for, which shall be reviewed by Teaching Affairs Office and evaluated as “good” level by Teacher Development and Teaching Evaluation Center;

c. Publicly publish at least 3 C-level and 1 B-level academic papers in domestic or foreign journals as the first author or the corresponding author, with NUIST as the first affiliation;

d. Host or participate in (as top 2 participants) 2 provincial-level or above teaching and research projects or scientific research projects with NUIST as the supporting affiliation. The project level should be assessed by NUIST Professional Title Evaluation Committee;

e. Guide students to win 2 bronze medals or above in the Provincial College Students' Innovation and Entrepreneurship Training Program as a top-ranked instructor, or in the China International College Students' 'Internet+' Innovation and Entrepreneurship Competition (international track) as an instructor (ranked top 2);

f. Publish a textbook in English as the top-ranked author, write a textbook recognized as a national/provincial key textbook as the top 2 authors, develop a course recognized as a national/provincial level course (online courses included), or win other national/ provincial teaching projects recognized by NUIST (the Ministry of Education's collaborative education projects of industry, education and research excluded);

g. As a coordinator, assist NUIST to successfully establish a Sino-foreign joint education institution or program with well-known foreign universities and participate in the entire application process, or sign a cooperation agreement with a top 200 foreign university in the world, or

sign a substantive cooperation agreement with other foreign universities recognized by China.

② Those appointed as Assistant Professors or above in foreign universities, or with equivalent qualifications, can be directly appointed as Associate Professors.

3. Professor

(1) To be recognized as Professor (teaching category), one should meet one of the following conditions:

① Simultaneously meet all the conditions of a, b, c, d and one of e, f, g, h.

a. Appointed as Associate Professor for 3 years or more, and have been engaged in teaching and research work at NUIST for 2 years or more;

b. The average annual teaching workload shall be 288 class hours or more, with a teaching workload certificate issued by the school he/she is working for, which shall be reviewed by Teaching Affairs Office and evaluated as “excellent” level by Teacher Development and Teaching Evaluation Center;

c. During the appointment as Associate Professor, publicly publish at least 6 D-level academic papers in domestic or foreign journals as the first author or the corresponding author, with NUIST as the first affiliation;

d. Recommended by at least two domestic or foreign peer professors;

e. During the employment term as Associate Professor, host a provincial-level or above teaching and research project or scientific research project with NUIST as the supporting affiliation. The project level should be assessed by NUIST Professional Title Evaluation Committee;

f. Guide students to win a bronze medal or above in the Provincial College Students' Innovation and Entrepreneurship Training Program as a top-ranked instructor, or in the China International College Students' 'Internet+' Innovation and Entrepreneurship Competition (international track) as an instructor (ranked top 2);

g. Publish a textbook in English as the top-ranked author, write a

textbook recognized as a national/provincial key textbook as the top 2 authors, develop a course recognized as a national/provincial level course (online courses included), or win other national/ provincial teaching projects recognized by NUIST (the Ministry of Education's collaborative education projects of industry, education and research excluded);

h. As a coordinator, assist NUIST to successfully establish a Sino-foreign joint education institution or program with well-known foreign universities and participate in the entire application process, or sign a cooperation agreement with a top 200 foreign university in the world, or sign a substantive cooperation agreement with other foreign universities recognized by China.

② Those appointed as Professors in foreign universities, or with equivalent qualifications, can be directly appointed as Professors.

(2) To be recognized as Professor (academic category), one should meet one of the following conditions:

① Simultaneously meet all the conditions of a, b, c, d and one of e, f, g, h.

a. Appointed as Associate Professor for 3 years or more, and have been engaged in teaching and research work at NUIST for 2 years or more;

b. The average annual teaching workload shall be 64 class hours or more, with a teaching workload certificate issued by the school he/she is working for, which shall be reviewed by Teaching Affairs Office and evaluated as “excellent” level by Teacher Development and Teaching Evaluation Center;

c. During the appointment as Associate Professor, publicly publish at least 4 C-level and 2 B-level academic papers in domestic or foreign journals as the first author or the corresponding author, with NUIST as the first affiliation;

d. Recommended by at least two domestic or foreign peer professors;

e. During the appointment as Associate Professor, host 2 provincial-level or above teaching and research projects or scientific research projects

with NUIST as the supporting affiliation. The project level should be assessed by NUIST Professional Title Evaluation Committee;

f. Guide students to win 2 bronze medals or above in the Provincial College Students' Innovation and Entrepreneurship Training Program as a top-ranked instructor, or in the China International College Students' 'Internet+' Innovation and Entrepreneurship Competition (international track) as an instructor (ranked top 2);

g. Publish a textbook in English as the top-ranked author, write a textbook recognized as a national/provincial key textbook as the top 2 authors, develop a course recognized as a national/provincial level course (online courses included), or win other national/ provincial teaching projects recognized by NUIST (the Ministry of Education's collaborative education projects of industry, education and research excluded);

h. As a coordinator, assist NUIST to successfully establish a Sino-foreign joint education institution or program with well-known foreign universities and participate in the entire application process, or sign a cooperation agreement with a top 200 foreign university in the world, or sign a substantive cooperation agreement with other foreign universities recognized by China.

② Those appointed as Professors in foreign universities, or with equivalent qualifications, can be directly appointed as Professors.

Article 6 The promotion of professional and technical titles of foreign teachers in art is subject to the relevant regulations of the School of Art.

Article 7 The achievements that have been used before shall not be used when foreign teachers apply for higher professional and technical titles.

Article 8 Requirements for papers, textbooks, monographs, etc.

1. The relevant academic achievements shall be recognized by NUIST.
2. The classification and recognition of academic achievements such as journals is subject to relevant regulations of NUIST.
3. Papers can be discounted from high to low, but not the opposite.

The discount coefficient for paper is shown in Table 1, in which numbers represent the number of D-level papers that can be discounted. Papers in science and engineering and those in humanities can only be discounted in the same category.

4. During the employment at NUIST, a textbook, an academic monograph or a compiled academic book published as the first author can be recognized as one C-level paper, which will not be repeatedly included in other performance evaluations.

Table I Paper Discount Coefficient

Level	Category of Science and Engineering	Discount Coefficient	Category of Humanities	Discount Coefficient
A	Special-grade journals in <i>Three Types of High-Quality Paper Journals</i>	25	Special-grade journals in <i>Three Types of High-Quality Paper Journals</i>	25
	sub-publications of Nature and Science (impact factor ≥ 10), PNAS, NSR	8		
B	Journals in Q1 of SCI (E), T1 of <i>Three Types of High-Quality Paper Journals</i> , NI Journals	4	Journals in Q1 of SSCI	4
C	Journals in Q2 of SCI (E), T2 of <i>Three Types of High-Quality Paper Journals</i> , T1 of <i>Three Types of High-Quality Paper Academic conferences</i>	2	Journals in Q2 of SSCI	2
D	Journals in Q3&Q4 of SCI (E), T3 of <i>Three Types of High-Quality Paper Journals</i> , T2 of <i>Three Types of High-Quality Paper Academic conferences</i>	1	Journals in Q3&Q4 of SSCI	1

5. A publicly published paper should have no less than 3000 words, and book reviews published in various publications can not be recognized as papers. SCI (E) division and SSCI division refer to *the Journal Division Table of the Document and Information Center of the Chinese Academy of Sciences*. Three types of high-quality paper journals and academic conferences directories refer to the directories released by Department of Science and Technology and Department of Social Sciences of NUIST. The official publication date of the paper shall be within the validity period of achievements evaluation and it should be indexed. The papers published in

international journals and conference proceedings require written certificates issued by NUIST's library, which shall be recognized by related functional departments.

6. The applicant must be the independent author, first author (co-first authorship excluded) or the sole corresponding author (with NUIST as the sole corresponding authorship affiliation) of the papers submitted for the professional title application. The same paper can only be recognized once and can only be used by one person.

7. D-level papers or above published in minority language journals can be used for professional title application and reviewed by the Social Science Department.

Chapter III Promotion Procedures and Term of Professional Titles

Article 9 Foreign teachers need to go through the following procedures when applying for professional and technical titles:

1. The foreign teacher submits relevant documents in accordance with the requirements.

2. The school he/she is working for makes the recommendation.

3. The Human Resources (HR) Department reviews the application documents, in conjunction with the Teacher Development and Teaching Evaluation Center, Teaching Affairs Office, Department of Science and Technology, Department of Technology and Industry, Department of Social Sciences, Graduate School, International Affairs Office and other relevant departments.

4. The Evaluation Expert Committee reviews and evaluates the materials.

5. The Presidents' Panel Meeting approves the applications.

6. Announcement for public review.

7. Certificates issued.

Article 10 NUIST has the right to deprive a foreign teacher of the professional and technical title if he/she

1. Violates China national laws and regulations or NUIST disciplines and rules during the employment period at NUIST.

2. Causes serious quality problems in teaching during the employment period and could not resume the stipulated work responsibilities after assessment of NUIST.

3. Is unable to continue fulfilling work responsibilities due to health problems.

4. Is unable to continue fulfilling work responsibilities due to other behaviors breaching the contract.

5. Engages in activities threatening national security and exerts a negative impact on China and NUIST, in which case the foreign teacher will be expelled from China within a specified period of time.

Chapter IV Supplementary Provisions

Article 11 NUIST has the right to make the quota of professional and technical positions for foreign teachers based on the demand of teaching, scientific research, and discipline construction.

Article 12 The age, duration of service, time of obtaining degrees, publication time of papers and works, and time of completion and recognition of scientific research achievements for applying for a higher professional title is subject to the application notice.

Article 13 High-level talents who have achieved significant research and cutting-edge technological breakthroughs, solved major engineering and technical problems, made significant academic contributions, had significant academic influence, or made significant contributions to NUIST's internationalization work can apply for higher professional titles without limit to their current professional titles, qualifications and performance conditions. The talents can apply for higher professional titles through recommendation of the schools they are working for and recognition of NUIST Professional Title Work Leadership Group.

Article 14 The applicant is required to participate in NUIST teachers'

ethics and teaching quality assessments. If the applicant fails in any of these assessments, he/she will be deprived of his/her professional title.

Article 15 The measures shall come into effect from the date of promulgation.

Article 16 The terms of the Measures are the same in both Chinese and English version, and are subject to interpretations by the Human Resources Department and the International Affairs Office.