

靜宜大學教職員工敘薪辦法
Providence University Faculty and Staff Salary Regulations

Approved on July 5, 2022, by the Private School Retirement and Pension Fund Management Committee, Document No. 1110001341.

Amended and approved by the Administrative Meeting on June 1, 2022.

Article 1: The salary grading of faculty and staff of Providence University is determined in accordance with the Teacher Remuneration Act and the provisions of this regulation.

Article 2: Faculty and staff salary levels are divided into 36 grades (including 39 salary amounts when considering seniority pay). The salary scale for the president and teachers is provided in Appendix 1, and the salary scale for staff follows the Ministry of Education's "Salary Scale for Private College and University Staff" as detailed in Appendix 2.

Article 3: As a general principle, newly appointed teachers at the university will be placed at the lowest salary grade for the position. However, individuals meeting any of the following conditions, whose experience is relevant to their current position and whose service performance is excellent, may be placed at a higher salary grade. However, years of service used for retirement or severance purposes will not be counted:

1. Full-time teachers who have previously served at domestic or foreign institutions recognized by the Ministry of Education may receive one salary grade increase for every full year of service. However, the service years of full-time researchers, postdoctoral researchers, and service years before teacher retirement will not be counted.
2. Full-time researchers at academic institutions (excluding administrative positions) whose research work is related to the subject to be taught or is of a similar nature may, after being approved by the university's Teacher Review Committee, receive a one-grade increase for every year of relevant service or partial recognition of their experience. Postdoctoral research experience will not be counted.
3. Full-time researchers hired under various project plans and postdoctoral researchers will not have their years of service counted.
4. Full-time project-based teaching staff who were previously employed by the university may have their salary grade adjusted according to the date on the teacher's certificate. A maximum of three salary grades may be granted, but years of service for retirement or severance purposes will not be counted.

The salary grade increase based on years of service mentioned in the previous section may be counted up to the maximum seniority salary grade for the current position. However, years of service during periods of unpaid leave will not be included.

Article 4 The salary grade for staff members of the university is determined based on their educational background, within the maximum salary range for the position. Each full year of service in administrative agencies or public/private institutions of higher education, where the duties are comparable to the current position and the performance has been satisfactory, may result in a one-grade increase, subject to the maximum seniority salary grade for the position.

Article 5 The principle for determining the salary of school janitors is to start from the lowest salary grade.

Article 6 If an employee acquires a higher academic qualification through further studies, and their current salary grade is lower than the salary standard for the new qualification, their salary will be adjusted according to the new academic qualification within the salary range for their current position.

Article 7 Newly appointed faculty and staff members must submit the required documents (copies of academic and work experience certificates) to the Personnel Office within two weeks of their

employment. The Personnel Office will determine the salary grade based on the appointed position and the submitted certificates and provide recommendations for approval by the university president.

Both academic and work experience qualifications are valid only if supported by original certificates or official documentation. For foreign academic or work experience qualifications, the individual is responsible for obtaining verification.

Article 8: If newly appointed faculty and staff are transferring from another organization or school, their salary grade shall be determined only after their resignation process is completed.

Article 9: If newly appointed faculty and staff are transferring from another organization or school, their salary grade shall be determined, and the appointment letter issued only after the resignation process is completed.