

CYCU Regulation on the Position Retained Without Pay during the Period of Raising Children of the Faculty, Staff, and the Workers

2023.5.4 1011th Executive Council Amended.

2023.6.19 Board of Trustees (112) Yuan Dung Fa Official Letter No. 1120000040 Approved.

Article 1

In order to take into account the needs for raising children of the faculty, staff, and the workers of Chung Yuan Christian University (hereinafter referred to as the university), and also give consideration of the teaching quality and administrative efficiency as well, the university has specifically stipulated the Chung Yuan Christian University Regulation on the Position Retained Without Paid during the Period of Raising Children of the Faculty, Staff, and the Workers (hereinafter referred to as the regulation).

Article 2

The faculty, staff, and the workers mentioned in the regulation refer to the full-time faculty, staff, and the workers within the complement.

Article 3

Female faculty, staff, and the workers who apply for the position retained without pay during the period of raising children will adopt a manner of voluntary application to handle, and may apply for once per childbirth.

Article 4

Female faculty, staff, and the workers who apply for the position retained without pay during the period of raising children shall apply six weeks in advance based on one semester as a unit within the period from giving birth to the child reaches three full years of age, and the period may not exceed four semesters at most, and may not exceed the day of three full years of age of the child. For those who give birth to more than two children at the same time or in succession, the periods of position retained without pay for raising children shall be calculated together, and the maximum period shall be to the time when the youngest child has been raised for two full years.

The one whose applied position retained without pay has not reached the maximum period specified in the preceding section and who indeed needs to continue raising children may apply for an extension six weeks in advance prior to the completion of the original period of position retained without pay, and shall be limited to once.

Applications and extensions of the position retained without pay shall be sent by the affiliated unit to the human resources office and forwarded to the president for

approval.

Article 5

In the meantime during dealing with the position retained without pay for raising children, the faculty, staff, and the workers may not on their own go to domestic or foreign schools for advanced study or engage in other businesses. If having been found to be in the above situation, rescind the qualifications for position retained without pay and not allowed to reinstate to the office; having been found after reinstatement, shall immediately dismiss the appointment (employment) or remove from the office.

Article 6

Faculty, staff, and the workers who have applied for position retained without pay, unless there is act of God situation, shall apply to the human resources office two months prior to the expiration of the period of position retained without pay for reinstatement. However, the human resources office shall provide advance notice prior to the expiration of the period of position retained without pay.

Faculty who wish to reinstatement in advance shall act in concert with the university in principle and apply to the human resources office two months prior to the start of the semester, through the consent of the affiliated unit, forward the application to the president for approval.

If the concerning person encounters special circumstances during the period of position retained without pay, he or she may, through the consent of the affiliated unit, report to the president for an approval of reinstatement in advance.

The reinstatement of position retained without pay will be to restore to the original position or an equivalent position in principle.

Article 7:

During the position retained without pay, various rights and obligations as remuneration, private school public servant and educator (labor) insurance, welfare mutual assistance, various welfare subsidies, etc., shall be handled in accordance with relevant regulations. Their seniority of years will not be counted when handling performance review, salary assessment, promotion, and retirement.

The seniority of years before and after the position retained without pay mentioned in the preceding section shall be deemed to be continuous when handling senior outstanding faculty award and retirement.

Article 8

If several applicants at the same unit during the same period apply for the position retained without pay for raising children, it may take into account the teaching and business conditions to check and handle

Article 9

During the period of position retained without pay, for the faculty, the courses offered shall be acted by other faculty, the affiliated units may not thus increase the number of full-time faculty; for the staff and the workers, may hire temporary personnel or assign current personnel to act and may not thus increase the number of full-time staff and workers.

Article 10

Male faculty, staff, and the workers who are required to take the responsibility of raising children under special situations may handle accordingly with the approval of the president.

Article 11

Matters not covered in this regulation shall be handled in accordance with provisions of relevant laws and regulations.

Article 12:

This Regulation has been passed by the executive council and reported to the board of trustees for promulgation and implementation after approval.

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