



## **Walailak University Regulation**

### **On Hiring of Distinguished individuals to be Chair Professors,**

**B.E. 2561**

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Provided that the university has expanded its role and missions in teaching, research and academic services to be aligned with the fast-paced evolvement and strong competition especially after offering programs in a variety of disciplines undergoing pressing manpower shortage such as Health Science, Science and Technology and Social Science or other programs, provision of these programs necessitates recruitment of qualified lecturers as required by professional councils of each program and curriculum standard frameworks set by Office of the Higher Education Commission. However, given the manpower shortage in these fields and difficulty in recruiting qualified ones, the university needs to seek for distinguished individuals with expertise to perform the teaching and research duties as a curriculum lecturer, a thesis advisor, and assume other responsibilities as assigned by the university or the affiliation. Thus, for the purpose of retaining adequate skilled manpower to meet the university's future demand, it is considerably imperative to recruit and retain staff specializing in the fields facing manpower shortage, or certain individuals or experts to be part of the university. For the reasons elaborated on above, it is deemed appropriate to issue this regulation as follows:

By virtue of Section 16 (2) and (9) of the Walailak University Act, B.E. 2535 and resolution by the Personnel Management Committee in the meeting no. 2/2018 dated

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March 12, 2018 and resolution by the Walailak University Council in the meeting no. 4/2018 dated June 9, 2018, the University Council shall set forth as follows:

1. That this regulation shall be called “Walailak University Regulation on Hiring of Distinguished individuals to be Chair Professors, B.E. 2561”
2. This regulation shall take effect on the day following the announcement day onwards.
3. In this regulation,

“University”	meaning	“Walailak University”
“University Council”	meaning	“Walailak University Council”
“President”	meaning	“the president of Walailak University”
“Personnel Management Committee”	meaning	“A committee on personnel management of Walailak University”
“Section”	meaning	“Schools or other units going by different names but being equivalent in status with a school”.
“distinguished individual”	meaning	“Individuals in the fields facing manpower shortage or individuals whose expertise in teaching and/or research, academic services and/or professional practices is well-recognized, or individuals equipped with knowledge, experience and special expertise”
“Chair Professor”	meaning	“Thai or non-Thai staff who are not the university employees, have expertise in certain fields and are hired by the university to be full-time lecturers”

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4. The president shall take charge of this regulation.

In case any disruptions or issues arise as a result of following this regulation, final decisions shall be at the discretion of the Personnel Management Committee.

## **Part 1**

### **General provision**

5. Hiring of distinguished individuals to assume apposition of a Chair Professor shall be done based on the university's needs and demand under any of the following circumstances:

- 1) Face absolute necessity and serious shortage of lecturers
- 2) Seek for curriculum lecturers
- 3) To achieve the Staff-to-Student ratio standard specified in the TQF of the programs by Office of Higher Education Commission or professional councils in each field
- 4) Different circumstances shall be as resolved by the Personnel Management Committee and implemented through a university announcement.

6. Individuals qualifying for the position of a Chair Professor shall meet the following criteria:

- 1) Be Thai or non-Thai citizens who are not currently the university employees.
- 2) Be a maximum of 65 years of age or as resolved by the Personnel Management Committee
- 3) Hold a minimum of a Master's degree of the equivalent
- 4) Be distinguished individuals with expertise as described below:
  - 1) Be a distinguished individual in the fields of disciplines facing manpower shortage as recognized by the Office of Higher

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- Education Commission or Office of the Civil Service Commission (OCSC) or as determined by the Personnel Management Committee by means of a university announcement issued under approval of the president or;
- 2) Be a distinguished individual with outstanding expertise well-recognized in the academic circle of teaching, research, academic services and/or professional practices or;
  - 3) Be a distinguished individual with discipline-specific knowledge, experiences and expertise.
  - 4) Demonstrate moral quality, ethics and conducts as a respectable academic or researcher as required by the academic or professional organizations.
  - 5) Exhibit determination to work and dedication to performing duties as required by the university
  - 6) Be in good mental and physical health as proved by the medical checkup administered by doctors and medical certificates issued no more than 1 year by public medical institutes of the accredited equivalent.
  - 7) Other qualification as determined by the Personnel Management Committee and issued in a university announcement.

For the Individuals lacking qualification specified in Paragraph one, the Personnel Management Committee shall take into consideration on a case-by-case basis.

7. The distinguished individuals as described in No. 6(4) (2) and (3) include the followings:
  - 1) Individuals who used to assume a position in their fields of expertise/ discipline, on a Senior Professional Level, an Expert level and Senior Expert level or an Advisory level or other types of positions which may be differently called but be equivalent or higher with the Senior Professional level, in domestic or overseas tertiary-level educational institutions or government agencies/ bureaucratic organizations or;

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- 2) Individuals from private sectors whose professional experiences are related and relevant to the assigned responsibilities. In this case, the person's years of work experiences in conjunction with educational degrees shall be assessed to identify the equivalent to the positions of a Professional Senior level, Expert level, Senior Expert level or Advisory level as detailed in the following table.

Educational degree	Work experience			
	Professional Senior level	Expert level	Senior Expert level	Advisory level
Master's degrees or the equivalent	8 years	11 years	13 years	13 years
Doctoral degrees or the equivalent	6 years	9 years	11 years	11 years

Individuals as described in No.7 (1) shall have to present documentation or certificates as proof of credentials as a senior professional, an expert, a senior expert or an advisor from the original affiliations. Individuals described in No.7 (2) need to present certifications of employment given by employers or all the organizations for which they used to work.

8. To hire distinguished individuals under this regulation, schools' proposed manpower plan needs to be approved by a committee on workload consideration and manpower plan of employees and contract staff. Under the circumstance of budget shortage in any fiscal years, the hiring shall be postponed until the next year unless the president approves hiring for the reason of urgency and necessity.

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9. Sections wishing to hire distinguished individuals as a Chair Professor shall, in consultation with a section committee (if applicable), make a proposal elaborating on the section's needs, reasons and workloads and review the qualifications and required documentation in accordance with the criteria and conditions provided in this regulation. After that, the section shall proceed to present the proposal to a selection committee in No.10.
10. The university in consultation with the affiliation appoints a selection committee comprising a maximum of 5 members to hire distinguished individuals as a Chair Professor as described below;

(1) the Vice - President for Academic Affairs or the vice president assigned by the president	Committee chairman
(2) Dean/ Director of the affiliation	Committee
(3) 1 Deputy Dean / Deputy Director of other sections	Committee
(4) a maximum of 2 academic staff from the affiliation	Committee
(5) Head of Division of Human Resources and Organization or an assigned general administration staff member	Secretary

The selection committee proceeds to find suitable candidates and propose the names to the president to be further proposed to the Personnel Management Committee for approval.

The recruitment process shall be carried out by means of approaching suitable candidates or opening for application as practiced on a general basis.

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11. In cases of such absolute necessity that No.9 and No.10 cannot be carried out, the president shall propose the Personnel Management Committee for approval.
12. Employment contracts of a Chair Professor position shall be as follows:
  - 1) Retirees shall be employed until reaching the age of 65.
  - 2) Non-retirees shall be hired until reaching the age of 60. Upon reaching such age, the affiliation may propose to continue the employment until the staff reach the age of 65.

In case where it is necessary to hire distinguished individuals of the age above 65 as a Chair Professor, the affiliation may propose the University Council for employment contract renewal for a maximum of 1 year/time.

Employment term of employment contracts of Chair Professors shall be counted in continuation to that of the previous year.

Hiring as described in No.12 (1) and (2) may not only be only for full-time. Pay shall be given based on the rates set by the Personnel Management Committee.

13. The section committee has authority to carry out as stated in this regulation. the president and Dean/ Head of the section shall be superintendents.
14. Other personnel management matters regarding hiring of distinguished individuals to be a Chair Professor which are not specified in this regulation shall be addressed in accordance with rules, conditions, announcements, resolutions, orders, provisions and regulations issued by the university as warranted by the circumstances.

## **Part 2**

### **Workload Standard**

15. Chair Professors shall assume the following responsibilities:
  - 1) Assume responsibility of teaching and research as required by the university and shall not be able to assume academic administration positions unless approval from the university council is given.
  - 2) Achieve workload standards as required by the university.

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- 3) Be a curriculum teacher or a thesis advisor.
- 4) Perform other tasks as assigned by the affiliations.

In cases of absolute necessity and urgency, the university may hire Chair Professors to assume other responsibilities besides those listed in Paragraph one. In this case, sections shall proceed to hire on an individual case basis and approval from the Personnel Management Committee is needed.

### **Part 3**

#### **Pay, Welfare and Benefits**

16. Chair Professors are entitled to monthly pay in a lump sum of 90,000 – 140,000 THB based on the followings:
  - 1) Educational degrees
  - 2) The fields facing manpower shortage
  - 3) Being a senior professional, an expert, a senior expert or an advisor
  - 4) Work experiences and past achievements
  - 5) Professional profile
  - 6) Outstanding skills and other proficiencies
  - 7) Others

The president shall determine the pay rates for each Chair Professor by proposing the Personnel Management for approval.

In case where it is necessary for Chair Professors to be paid based on the pay rates lower or higher than those specified in Paragraph one, or in cases where Chair Professors deny pay, such matters shall be proposed to the University Council for approval.

17. Chair Professors are entitled to welfare and benefit, with the exception of their spouses and offspring in accordance with the guidelines given by the Personnel Management Committee.
18. Amendment to the statements on the pay rates, and welfare and benefits listed in No. 16 and No.17 shall be made through a university announcement.

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19. Expenses in No. 16 and No.17 shall be covered by the university budget unless announced otherwise by the university.

#### **Part 4**

##### **Termination of Employment**

20. Employment contracts of Chair professors shall be terminated under the following circumstances:

- 1) End of employment term specified in the employment contract
- 2) Approved resignation
- 3) Decease
- 4) The employment contract is ended at the instigation of either the university or the Chair Professor and one party gives the other at least a 3 months' notice.

21. The university may immediately terminate employment contracts before the end of employment term under the following circumstances:

- 1) Fail the performance appraisal
- 2) Serious misconducts
- 3) unjustifiable abandonment of duties
- 4) Perform duties or neglect to perform duties causing damage to the university
- 5) Conceal or display false statements on one's major qualifications of the employment.
- 6) Receive an imprisonment sentence, except for an offense committed by negligence or petty offenses. It shall be in accordance with the regulation and guidelines which the university imposes on university employees by mutatis mutandis.
- 7) Be put under absolute receivership by court order.

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- 8) A licensed doctor or a doctor approved by the university has examined and concluded that Chair Professor lack fitness to duty.

## **Part 5**

### **Usage of “Chair Professor” as a title**

22. Individuals appointed to a Chair Professor position under this regulation shall have the title “Chair Professor” prefixing their personal names. In cases of other preexistent honorifics, the order shall be arranged as suggested below:

- 1) Chair Professor
- 2) Ranks
- 3) Noble titles and ranks or honorifics prefixing personal names of women who are bestowed insignia and have a legal right to use such honorifics in accordance with rules, regulations or announcements issued by government.

The Individuals shall no longer be able to use the title “Chair Professor” once the employment is terminated.

Announced on June 27, 2018

(sign) .....

(Professor Dr. Wichit Srisa-an)

Chairman of Walailak University Council

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