



**Walailak University Regulation**  
**on Criteria and Methods for Appointment of Individuals to the**  
**Visiting Faculty Position, B.E. 2563**

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It is deemed appropriate to determine criteria and methods for appointment of individuals to the visiting faculty position to pay respect to and honor individuals who contribute to teaching, research and other academic affairs of the university.

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. 2/2020 dated, February 14, 2020, resolution by the Academic Council in the meeting no. 3/2020 dated June 13, 2020, the University Council shall issue the regulation as follows:

1. That this regulation shall be called "Walailak University Regulation on Criteria and Methods for Appointment of Individuals to the Visiting Lecturer Position, B.E. 2563"
2. This regulation shall take effect on the day following the announcement day onwards.

Other regulations, announcements, or orders conflicting or negating with this announcement shall be replaced by this announcement.

3. In this regulation,

|                      |         |                               |
|----------------------|---------|-------------------------------|
| "University"         | meaning | "Walailak University"         |
| "University Council" | meaning | "Walailak University Council" |

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outside the university.**

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|----------------------------------|---------|--|
| “Academic Council”               | Meaning | “Walailak University Academic Council”   |
| “Personnel Management Committee” |         | “A committee on personnel management of Walailak University”   |
| “President”                      | meaning | “The president of Walailak University”   |
| “Section”                        | meaning | “Schools, institutes, centers or other units going by different names but being equivalent in status with the aforementioned”.   |
| “Visiting faculty”               | meaning | Faculties of other universities in Thailand or foreign countries who are appointed a visiting lecturer in different positions by the university as provided in this regulation |

4. The president shall take charge of this regulation and have authority to issue announcements, criteria and practices to act in compliance with 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 president.

5. Visiting faculties shall be appointed to the following positions:

- 1) Visiting Lecturer
- 2) Visiting Assistant Professor
- 3) Visiting Associate Professor
- 4) Visiting Professor

6. Individuals qualifying to be appointed visiting faculty need to have the following qualifications:

- 1) Be a member of faculties of other universities in Thailand or foreign countries.
- 2) Hold a minimum of a Master’s degree or the equivalent.

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- 3) Have outstanding academic achievements
  - 4) Demonstrate good moral and ethical qualities and professional conducts.
7. Individuals appointed to the position of visiting faculty as a Visiting Lecturer, a Visiting Assistant Professor, a Visiting Associate Professor and a Visiting Professor must currently be or must have been in academic positions of a Lecturer, an Assistant Professor, an Associate Professor and a Professor respectively, or others of the equivalent as approved by the Academic Council.
8. Visiting faculties shall perform one or any of the following duties as follows:
- 1) Teaching
  - 2) Research in the projects as invited
  - 3) Academic services
  - 4) Conversion, transfer or development of technologies
  - 5) Curriculum development
  - 6) Advisory tasks for graduate students
  - 7) Other tasks as assigned by the section or the university
9. Appointment of visiting faculties shall be made on occasion for the period agreed upon by the university and prospective visiting faculties. Visiting faculties may work on-site at Walailak University or online as assigned.
10. Sections under the approval of a school committee/ sections or administrative committees as the case may be shall propose the names of individuals meeting all the qualifications provided in this regulation to the president together with the following details and documentation.
- 1) Reasons for appointment of visiting faculties
  - 2) Projects or duties to which the visiting faculties will be assigned
  - 3) Periods of work and work sites
  - 4) Personal profile and academic achievements
  - 5) Certification letters of academic positions
  - 6) Other information as deemed appropriate
11. The president shall appoint visiting faculties under the approval of the Academic Council and then report to the University Council.

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12. Individuals appointed visiting faculties in any positions are eligible to use the relevant titles only over the period during which they work for the university.

13. In cases of provision of remuneration or other types of expenses for visiting faculties, sections shall request them from the sections' fund or projects or grants supported by the university as the case may be.

Individuals appointed visiting faculties may be entitled to other welfare and benefits as determined by the university.

14. In case where it is of absolute necessity, the president shall appoint individuals with different qualification and work duties from those specified in this regulation to the position of visiting faculties under the approval of the Academic Council under the conditions that such individuals must be equipped with extraordinarily outstanding merits.

Announced on July 21, 2020

(sign) .....

(Professor Dr. Wichit Srisa-an)  
Chairman of Walailak University Council