



Walailak University Regulation

On Criteria and Method for Appointing Individuals to Academic Titles,

B.E.2563

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Whereas it is expedient to revise criteria and methods for appointing qualified individuals to academic titles of Assistant Professor, Associate Professor and Professor to be a premise for further development of academic quality and innovation of Walailak University and to integrate works yielded from the faculties' field of expertise into solutions to problems and enhancement of the society, the community and the country. Furthermore, this also contributes to the university's furtherance effort in achieving a status of the country's prestigious research university as stated in the 20-year Strategic Plan (2018-2037) of Walailak University, a Global and Frontier Research university and to receive international recognition.

By virtue of Section 16 (2) and Section 41 of the Walailak University Act, B.E. 2535 and resolution by the Academic Council in the meeting no. 7/2020 dated July 15, 2020 and resolution by the Academic Title Consideration Committee in the meeting no. 3/2020 dated July 17, 2020, resolution by the Personnel Management Committee in the meeting no. 5/2020 dated July 30, 2020 and resolution by the Walailak University Council in the meeting no.5/2020 dated August 8, 2020, the Walailak University Council shall, therefore, issue this Regulation as follows:

1. This Regulation shall be called "Walailak University Regulation on Criteria and Method Appointing Individuals to Academic Titles, B.E.2563".
2. This Regulation shall come into force from 1 August 2022 onwards.
3. There shall be repealed:
 - 1) The Walailak University Regulation on Criteria and Procedures for Academic Rank Appointment for University Employee, B.E. 2561 and attachments to the Regulation
 - 2) The Walailak University Regulation on Criteria and Procedures for Academic Rank Appointment for University Employee (2), B.E. 2561

The provisions of all other rules, regulations, announcements and orders insofar as are already provided for in this Regulation or are contrary to or

inconsistent with the provisions of this Regulation shall be replaced by this Regulation.

4. The president shall be in charge and have control for the execution of this Regulation and shall have power to issue announcements, orders and provisions not running counter to this Regulation for the execution of this Regulation.

In case any disruptions or issues arise due to this Regulation, final decisions shall be at the discretion of the Academic Title Consideration Committee.

5. In this Regulation,

University	meaning	Walailak University
University Council	meaning	Walailak University Council
President	meaning	President of Walailak University
Personnel Management Committee	meaning	A committee on personnel management of Walailak University
Academic Council	meaning	Walailak University Academic Council
C.C.H	meaning	Civil Service Committee in Higher Education Institutes
A.T.C	meaning	Academic Title Appointment Committee
Panel of Experts	meaning	Walailak University Distinguished Committee of Academic works and Academic Ethics Evaluation
Q.E.C	meaning	Walailak University Academic Work and Qualification Examination Committee
School	meaning	a unit responsible for arranging class teaching, research, academic services and preservation of art and culture

School Committee	meaning	a school committee or a unit equivalent to schools of Walailak University
Full-time faculty	meaning	full-time faculty of Walailak University including lecturers under an over-one-year contract, and lecturer or former lecturer of the university or other higher educational institutions who is graciously appointed to academic administration positions of the university
Academic Administration Position	meaning	an academic administration position in compliance with Walailak University Regulations on Personnel Management B.E. 2535 or the revised version
Academic Title		positions of a lecturer, assistant professor, associate professor and professor
Academic Title equivalent		the consideration process of appointing a university employee who used to be a full-time lecturer in the previous higher education institutes to the equivalent positions in which he/she worked in Walailak University
University program		Walailak University curriculums or vocational/professional curriculums offered by the schools and approved by Walailak University Council
Academic work		academic works as required by the university, research or academic works of other kinds, community service works, textbooks, books and academic articles

6. Academic Titles for the university full-time faculty as determined by Walailak University Act B.E. 2535 are as below:

(1) Professor abbreviated to Prof.

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(2) Associate professor abbreviated to Assoc. Prof.

(3) Assistant professor abbreviated to Asst. Prof.

7. Approval of the academic Title request shall be granted on the basis of position specific qualifications, teaching performance, teaching evaluation documents and any relevant evidence reflecting the teaching responsibility, academic works, and academic ethics as specified in this Regulation or other related regulations, rules, proclamations or stipulations.

Approval of the academic Title request shall be processed in two methods, namely Normal Method which applies to candidates whose Title-specific qualifications match the prescribed criteria and Special procedure which applies to candidates whose Title-specific qualifications do not meet the prescribed criteria or who request for a Title passing the higher next level or change of field of expertise.

8. To be eligible for the academic Title appointment, candidates must have fulfilled the position-specific workload and have been working in a position of lecturer, as the case may be, for no less than the minimum required for the lecturer as prescribed by the University Regulation.

Candidates submitting the academic Title request while assuming the academic administration positions need to have had the total minimum of 22.5 lecture teaching hours.

Candidates who had worked at a university or higher education institutes in Thailand or accredited overseas counterparts and have been accepted as the university lecturers shall follow the following procedures if wishing to request for the academic Title;

(1) Combining the period in which the candidate had worked as a lecturer in the previous university or higher education institutions with the period in which the candidate has been working in the university to request for an academic Title of “Assistant professor”

(2) Submitting the workload record, teaching performance records and teaching performance evaluation documents produced in reference to the workload requirements from the previous university or higher education institutions to request for academic Title.

(3) Submitting the pre-existent academic works to request for academic Titles. However, the work must be as described below:

The candidates holding academic positions from the universities or higher education institutions in Thailand or the overseas accredited counterparts must obtain the academic Title equivalence process and meet the position-specific eligibility criteria as required by this

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Regulation.

9. To appoint the candidates holding academic Titles in the previous universities or higher education institutions in Thailand or overseas or other higher education institutions accredited by Office of the Higher Education Committee, the University Academic Council shall consider approving the academic Title equivalence request and President of the university shall appoint the candidate to the legitimate academic Title since the first day of employment.

For academic Title equivalence, the Academic Council may grant the lecturer a lower academic Title than the one held at the previous university or higher education institutions but the higher Title than the one held at the previous university or higher education institution shall not be granted.

The candidates being considered for the academic Title equivalence shall include a period of time in which he/she had worked under certain academic Title in other institutions as the position specific qualification to request higher academic Title as stated in this Regulation.

For the criteria and procedures for academic Title equivalence, the President of the university under approval from Personnel Management Committee, Academic Title Appointment Committee and Academic Council shall issue it as a university proclamation.

10. In the event that the employees are taking a leave for further education both in Thailand and overseas, enhancement of academic knowledge and practice or working in international organizations and wish to request academic Title, the academic Title request must have been furnished to a faculty before the date of approval for a leave for further education, both in Thailand and overseas, enhancement of academic knowledge and practice or working in international organizations, on a case by case basis, but only the Normal request is accepted.

Other matters not listed under Paragraph 1 shall be in compliance with a university proclamation.

11. In case of an academic title appointment request in the same field of discipline but for the level identical or lower than titles for which the candidate has already requested, resubmission of the same academic works once submitted for that previous round of academic title appointment can be done but only within a lapse of the period of 5 years since the date on which the university council resolved that the works met or did not meet the prescribed criteria. However, whether it is for the same or different candidate, a panel of experts shall use the previous academic work evaluation result without having to put the same academic work through an evaluation process again. Nevertheless, under the circumstance that the panel resolves that that criteria-meeting work is outdated or have other appropriate reasons to disregard that result, the panel shall have to clearly state the reasons behind such decisions.

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In case of the non-criteria meeting work, if proof of its broad-scaled utilization or citation is presented later, the candidate shall be able to resubmit it for a new round of academic title appointment request and the panel of experts shall consider that work again.

- 12.** The definition of academic works, academic work contribution and manners of academic work dissemination classified based on the quality levels will be as set forth in attachments of this Regulation. Upon change of the definition of academic works, academic work contribution and manners of academic work dissemination classified based on the levels, there shall be presented a university proclamation under approval of Walailak University Academic Title Appointment Committee.

Forms for academic Title request, forms for academic Title appointment by superintendents, academic work contribution and forms for a proof of academic work contribution, academic work quality evaluation forms, teaching evaluation forms, evaluation forms for teaching materials and class handouts produced under workload and other documents related to this Regulation enforcement shall be as set forth in attachments of this Regulation or a university regulation or announcement.

Section 2

Academic Title Appointment Committee and

Academic Work and Qualification Examination Committee

- 13.** The university shall set up “Academic Title Appointment Committee” abbreviated to “A.T.C.” which shall comprise:

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| (1) Person from the University Council in the category “Expert” with an academic title “Professor” | Committee chairperson |
| (2) A minimum of 6 non-university employed persons which also include schools or programs taught in the university | Committee (expert) |
| (3) Vice President assigned by the president | Secretary |
| (4) Head of Division of Human Resources Organization | Assistant secretary |
| (5) General Administration Officers in charge of appointment of | Assistant secretary |

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individuals to academic title

- 14.** A chairperson's term of position shall be as long as his/her position in the University Council Committee and a committee shall be in the position for a term of 3 years and may be reappointed after the term expiry.

In the event that the chairperson's term of position in the University Council Committee has expired or the Committee's terms of a position has expired but the University Council has not appointed a new chairperson and committee, the incumbent chairperson or committee shall continue being in the positions until the University Council succeeds in appointing a new chairperson and committee, as the case maybe.

In the event that the chairperson or committee vacate the positions for other reasons besides the term expiry and the University Council has not appointed a new chairperson or committee, Academic Title Appointment Committee (A.T.C) shall be regarded as operating with the remaining chairperson and committee, as the case maybe.

In the event that the chairperson position is vacant as in Paragraph 3, a select committee shall be an acting chairperson until the University Council succeeds in appointing a new chairperson.

- 15.** The A.T.C Meeting must be attended by not less than half of committee to constitute a quorum.

In the event that a chairperson is absent or cannot perform the duty, he/she may assign one of the committee members to preside over a meeting. In case of no assignment being made, one of the committee members present at the meeting shall be selected to chair the meeting.

Final decisions shall be made on a simple majority basis. In case of a tie, the chairperson shall be in charge of giving a casting vote.

- 16.** The A.T.C. is entitled to take the following actions:

(1) Establish the policy and action guidelines for academic Title appointment under approval of the University Council and proceed to issue a university announcement.

(2) Appoint a panel of experts or other committees to properly facilitate enforcement of this Regulation by issuing a university announcement.

(3) Give preliminary approval to the evaluation result from the Distinguished Committee before presenting it to the Academic Council for further approval and to the University Academic Council for the final appointment approval.

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(4) Consider a request for evaluation result reconsideration in the event that the lecturers submitting for academic Title appointment request the academic work evaluation result reconsideration.

(5) Perform other actions associated with academic Title appointment to achieve the purposes stated in this Regulation under approval of the university.

(6) Assume other responsibilities as assigned by the University Council.

17. President of the university shall appoint “Academic Work and Qualification Examination Committee” abbreviated to “Q.E.C.” which shall comprise:

A vice president assigned to be in charge of academic Title request	chairperson
A vice president assigned by President	deputy chairperson
A vice president assigned by President	committee
Director of Institute of Research and Innovation	committee
Director of Research Institute for Health Science	committee
One representative of faculties of Science and Technology holding an academic Title “Associate Professor” or “Professor” appointed by President of the university	committee
One representative of faculties of Health Sciences holding an academic Title “Associate Professor” or “Professor” appointed by President of the university	committee
One representative of faculties of Humanities and Social Sciences holding an academic Title “Associate Professor” or “Professor” appointed by President of	committee

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the university

Head of Division of Human Resources
and Organization

committee and secretary

General Administration Officers

secretary assistant

18. The Q.E.C. shall be in a position for a term of 4 years and may be reappointed after the term expiry.

In the event that a committee's term of a position has expired but the University Council has not appointed a new committee, the incumbent committee shall continue being in the position until the University Council succeeds in appointing a new committee, as the case maybe.

In the event that a committee vacates the position for other reasons besides the term expiry and President of the university has not appointed a new committee, A.T.C shall be regarded as operating with the remaining chairperson and committee, as the case maybe.

A new committee appointed to fulfill the vacant position shall only serve for the remaining term period of the former committee.

19. The Q.E.C is in charge of the followings:

- 1) Screen and examine the position specific qualifications and forms, manners of dissemination and characteristics of academic works

In the event that the position specific qualifications and forms, manners of dissemination and characteristics of academic works do not meet the university criteria, the candidate requesting academic Title / a committee of the faculty in which the candidate requesting academic Title works shall be notified for any needed revisions.

- 2) Evaluate teaching materials and class handouts produced under teaching workload
- 3) Approve of the teaching evaluation results issued by a school committee
- 4) Propose the consideration results from (1) (2) and (3) to the Academic Title Appointment Committee
- 5) Assume other responsibilities as assigned by President of the university or A.T.C

20. At a Q.E.C meeting, the presence of not less than one-half of the total number of members is required to constitute a quorum.

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In the event that a chairperson is absent or cannot perform the duty, a deputy chairperson shall preside over a meeting.

In the event that both a chairperson and a deputy chairperson cannot perform the duty, a chairperson may assign one of the committee members to preside over a meeting. In case of no assignment being made, one of the committee members present at the meeting shall be selected to chair the meeting.

The resolution of the meeting shall be made by a majority of votes. In case of tied-vote, the chairperson/ person presiding over the meeting shall have an additional vote as a casting vote.

Section 3

Consideration Criteria and Procedures

21. The appointment procedure of the academic positions “Assistant professor”, “Associate professor” and “Professor” will be undertaken as follows:

21.1 The candidates requesting academic Titles or the superintendents namely a dean or head of the programs who wish to nominate particular lecturers for academic titles on behalf of the lecturers themselves or do so based on judgment shall complete the university academic Title request form accompanied by academic works to be summited to deans and heads of the programs under which the lecturer works in order to be further proposed to the school committee for consideration.

21.2 School Committee is in charge of screening and examining the position-specific qualifications and academic works in the aspect of their comprehensiveness and accuracy, and performing teaching evaluation in accordance with the university Regulation.

21.3 The Q.E.C shall consider the lecturer’s position-specific qualifications and characteristic of the attached academic works, results of the teaching evaluation as well as proof of other relevant teaching outcome evaluation documents produced under the candidate’s teaching workload in accordance with the university Regulation before forwarding the case to the A.T.C.

In the event that the position-specific qualifications, characteristics of academic works, personal profile and works, teaching material, teaching handouts or other relevant documents have been found incomprehensive or inaccurate or either quality or quantity of the academic works are incomprehensive, or the practiced manners of academic work dissemination have been found to contradict with the university regulation or the process undertaken by the School does not comply with the prescribed criteria and procedures of academic Title requested as determined by the university regulation, the Q.E.C. shall notify the school and the candidate for

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necessary revision or addition of academic works or other required actions as deemed appropriate by Q.E.C before submitting the case to A.T.C.

A candidate shall proceed as specified in Paragraph 2 within the lapse of a period of 90 days from the date of the resolution being released. After such period, if the candidate still has not completed the process, that attempt of academic title request shall be deemed unsuccessful or terminated.

21.4 the A.T.C. approves the Q.E. C's consideration result in 21.3.

21.5 the A.T.C. sets up a panel of experts to review and evaluate the academic works as well as academic ethics in that particular field, which comprise the followings:

- (1) A chairperson appointed from the members of Academic Title Appointment Committee
- (2) 3 qualified experts

The panel of experts appointed to evaluate academic works and academic morals and ethics must be selected from the list of experts approved by university for the candidate's field of expertise, or must demonstrate expertise and scholarship related to the candidate's field and academic works. In either case, they must be non-university employees holding an academic title not lower in rank than the one being requested.

In the event that community service works are submitted, A.T.C shall appoint 2 experts in the community or those working in coordination with the community and specializing in the fields for which the academic title is being requested.

Appointing a full-time faculty member to the academic titles Assistant Professor, Associate Professor and Professor through the Special Method requires a panel of experts comprising a minimum of 5 members.

21. 6 At a meeting of the panel of experts for academic work and academic ethics, the presence of not less than one-half of the total number of members is required to constitute a quorum.

- 1) For the consideration of the academic titles Assistant Professor and Associate Professor, in the event that the candidate's academic works' quality evaluation is given a unanimous resolution, whether "meeting the criteria" or "not meeting the criteria", that result shall necessitate no further meeting and shall by default be regarded as that of the panel of experts for academic work and academic ethics. A coordinator will proceed to have the panel of experts officially finalize the evaluation result and submit the case to the A.T.C.
- 2) For the consideration of the academic titles "Assistant professor" and "Associate professor",

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in the event that the lecturer's academic work quality evaluation has achieved a general majority-based resolution, whether "meeting the criteria" or "not meeting the criteria", there shall be arranged the meeting of the panel of experts for academic work and academic ethics and the coordinator shall conclude the evaluation result to propose to the A.T.C.

- 3) For the consideration of the academic position "Professor", the meeting between the panel of experts for academic work and academic ethics and the coordinator must be held before submitting the case to A.T.C. The presence of not less than one-half of the total number of panel members is required to resolve about academic works.

In terms of criteria for the meeting's resolution, for appointment of the academic title Assistant Professor, Associate Professor and Professor through the Normal Method, a general majority-based resolution shall apply. For appointment of the academic titles Assistant Professor and Associate Professor through the Special Method, a general majority-based resolution shall apply. For appointment of the academic title "Professor" through the Special method, no less than four-fifths vote is required.

In terms of academic work evaluation criteria, the submitted academic works must, both in the quantity and quality aspects, represent the candidate's expertise in the field as well as academic ethics.

21.7 After the academic work evaluation result from the panel of experts has been approved by A.T.C, the case will be forwarded to the University Academic Council and finally the University Council to approve/ reject as the next step.

21. 8 The University Council is in charge of approving/rejecting the request for the academic titles "Assistant professor", "Associate professor" and "Professor" in consultation with the University Academic Council.

21. 9 Appointment of academic titles are as follows:

- 1) The president of the university has power to issue an appointment order for the academic titles Assistant Professor and Associate Professor.

The order of academic title appointment must clearly state the candidate's field of expertise in order to demonstrate the candidate's expertise.

- 2) For the academic title "Professor", the president of the University Council shall propose the case to the minister of Ministry of Education to propose it further to the prime minister in order to be granted royal endorsement.

21.10 The appointment of academic titles shall be effective from the date on which the Division of Human Resources and Organization is officially in receipt of the matter, and a complete and accurate academic title appointment request form and academic works which have already been

in complete publication as provided in the university criteria, with the exception of the following circumstances;

- 1) In the event that the candidate proceeds in accordance with the resolution of the Q.E.C. in No. 21.3 Paragraph 2 within 90 days after the date on which the result is notified, the academic title appointment shall be effective from the date on which the Division of Human Resources and Organization is in receipt of the fully revised and disseminated academic works as provided in the university criteria
- 2) In the event that the A.T.C resolves that the academic works' major academic cores be revised, the appointment of academic titles shall be effective from the date on which the Division of Human Resources and Organization is in receipt of the candidate 's fully revised and disseminated academic works as provided in the university criteria strictly within 6 months from the date on which the result is notified. After such period, that round of academic title appointment request will be deemed ended or terminated.

Upon being required to revise the academic work's non-major academic cores, the candidate must revise the academic work as requested within a period of one month. After receiving approval from the panel of experts, the appointment of academic titles shall be effective from the date on which the Division of Human Resources and Organization is in receipt of the matter as stated in Paragraph one.

- 3) In the event that additional academic works are requested, the candidate shall have to submit the works which have already been in publication in accordance with the university criteria. After receiving approval from the panel of experts, the appointment of academic titles shall be effective from the date on which the Division of Human Resources and Organization is in receipt of the said additional academic works. However, the process must be completed within a period of 12 months after the date on which the result is notified to the candidate. After such period, that round of academic title appointment request will be deemed ended or terminated.
- 4) In the event that the candidate submits academic works, research articles, or scholarly articles which have not been in publication but have been officially accepted by journals with a journal's issue, and a publication date being officially confirmed by the journal's editor, and online journal publication or other cases, decisions shall be in accordance with the university announcements under the approval of the A.T.C and the University Academic Council.

22. Specification of fields of expertise for which an academic title is requested must be in

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compliance with announcements of the Civil Service Committee in Higher Education Institutes or as determined by the university.

23. The academic title consideration procedure shall be kept confidential in every step.

Section 4

Appointment of Full-Time Lecturers to Academic Titles

Part 1

Appointment of full-time lecturers to academic titles through the Normal Method

24. Appointment of the academic title “Assistant Professor”

24.1 Position- specific qualifications

- 1) A holder of a master’s degree or equivalents must have been in a position of a lecturer and working in the position for a minimum of 4 years or;
- 2) A holder of a doctoral degree or equivalents must have been in a position of a lecturer and working in the position for a minimum 1 year or;

Individuals who used to assume a full-time lecturer position in the university-accredited universities or higher education institutions both in Thailand and overseas and are recruited and appointed a lecturer of the university shall be as stated in No. 8.

For individuals who used to be appointed a special lecturer in the university-accredited universities or higher education institutions and at that time assumed teaching responsibility in any courses producing an equivalent of no less than 45 lecture hours per one year,

The period during which they worked as a special lecturer in the semester they teach may be included to request for an academic title appointment by counting in three-fourths of the teaching hours performed.

In case any lecturers obtain higher academic titles, the period during which the lecture has been teaching under the previous title and the recent title shall be combined to request for the academic title “Assistant Professor” in accordance with the period ratio specified in the position-specific qualifications.

24.2 Perform responsibilities as required by the position appointment criteria and have actual working hours not less than that specified in the university’s full-time lecturer’s minimum requirement.

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24.3 Both for the level of Assistant Professor or Associate Professor, for teaching outcomes, the candidate's quality of teaching must be comprehensive and inclusive of necessary information in all aspects especially those pertaining to the candidate's ability to transfer knowledge in a way facilitating learners' learning, and to most accurately assess the learning outcomes which comply with the expected learning outcomes.

candidates must have the assigned teaching hours in any of the university programs producing an equivalent of no less than 45 lecture hours and clearly demonstrate teaching skills. In addition, candidates must submit proof of documents for teaching outcome evaluation which have been produced under the teaching workload. In the event that the candidate has been teaching in many courses or co-teaching with other lecturers, there shall be presented proof of documents for teaching outcome evaluation in every course or of every topic taught as the case may be. An equivalent of no less than 45 lecture hours is required. The documents and relevant evidence presented must be of a good quality with clear sources cited and have been used as teaching materials and class handouts in accordance with the university's prescribed criteria and procedure.

Calculating an equivalent of practice teaching hours or other forms of teaching with theory teaching hours and using proof of documents for teaching outcome evaluation of practice teaching or other types of teaching with those of theory teaching shall be issued as a university announcement under the approval of the Academic Council.

24.4 Academic works shall be of the B level quality and in a minimum quantity as stated below:

- (1) 2 research studies or;
- (2) 1 research study and 1 academic works of other types or;
- (3) 1 research study and 1 community service academic work or;
- (4) 1 research study and 1 textbook/book

At least in one of the research studies listed in (1) – (4), the candidate' name must be listed as First author or Corresponding author in accordance with the manners of academic work contribution detailed in Attachment 2.

Candidates in the fields of Social Science and Humanities may submit other types of academic works or academic works for community service academic works which have been assessed as a B quality or academic articles which have been assessed as a B+ quality as a substitute for research studies listed in (2) – (4). However, It is imperative that the candidate's name be listed as First author in accordance with the manners of academic work contribution detailed in Attachment 2.

Any research works or other types of works produced as part of the requirement to receive

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degrees, certificates, or to graduate can NOT be submitted unless the candidate is able to provide tangible proof of the works' further amplification demonstrating evident academic progress. In this case, only the extended or amplified part can be submitted for consideration.

All types of academic works must be disseminated in the manners approved by the university regulation.

24.5 For the appointment of the title "Assistant Professor", the following academic ethics shall be taken into consideration;

- 1) Must demonstrate academic integrity by not plagiarizing works of others or claiming works of others as the candidate's, not having the same works published in more than one academic journal and not copying any parts of the candidate's previous works without citing the original works properly as academically required and in the manner misleading others into thinking that the works are original.
- 2) Must clearly cite a person or sources of data included in the academic works to provide evidence of research.
- 3) Must not prioritize one's academic gains over the rights of an individual or human rights.
- 4) The acceptable academic works must derive academic principles independent from personal biases and the works are presented based on their yielded unfalsified results with no intentional deviation of the results for the purpose of personal gains or disadvantages of others. The works must be ultimately based on provable evidence and rid of amplified academic discoveries lacking proper academic verification.
- 5) The academic works must be utilized in a way deemed lawful and ethical.
- 6) The use of data derived from research in humans and animals shall require the candidate to submit proof of ethics approval letter from the institute's research ethics committee in which the research is conducted.

25. Appointment to the academic title "Associate Professor"

25.1 For a position-specific qualification, candidates must have received the academic title Assistant Professor and been working in such position for a minimum of 2 years

25.2 Perform responsibilities as required by the title appointment criteria and have actual

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working hours of no less than that specified in the university's full-time lecturer's minimum requirement provided in the university announcement.

25.3 For teaching outcomes, the statement in No. 24.3 shall apply mutatis mutandis but with extraordinary teaching expertise.

25.4 Candidates can submit academic works using any of the 3 methods described below;

Method 1 Academic works must be of a "B +" quality and meet the following minimum quantity criteria:

- 1) 2 research studies or;
- 2) 1 research study and academic works of other types or;
- 3) 1 research study and 1 community service academic work

and;

- 4) 1 textbook or 1 book

The research studies (1) – (3) must be published in the academic journals indexed in international databases approved by the university or the TCI Tier 1, and at least in one of which, the candidate's name must be listed as First author or Corresponding author, and at least in one textbook or book, the candidate's name must be listed as First author in accordance with the manners of academic work contribution detailed in the attachment.

Method 2 Academic works must be of the quality and in quantity described below:

(1) A minimum of 3 research studies: at least 2 of which are of an A level quality and at least 1 being of a B+ level quality or;

(2) A minimum of 2 research studies which are of an A level quality and at least 1 of the other types of works is of a B+ level quality or;

(3) A minimum of 2 research studies which are of an A level quality and at least 1 of the community service academic works is of a B+ level quality.

The research studies (1) – (3) must be published in the academic journals indexed in international databases approved by the university or the TCI Tier 1, and at least in TWO of the A-level works, the candidate's name must be listed as First author or Corresponding author, and at least in one textbook or book, the candidate's name must be listed as First author in accordance with the manners of academic work contribution detailed in the attachment.

Candidates in the fields of Social Science and Humanities using Method 2 may submit a minimum of 2 A-level textbooks or books in which the candidate's name is listed as First author and a minimum of 1 B+ level textbook as a substitute for the works in (1) – (3) in accordance with the manners of academic work contribution detailed in Attachment 2.

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Any research works or other types of works produced as part of the requirement to receive degrees, certificates, or to graduate can NOT be submitted unless the candidate is able to provide tangible proof of the works' further amplification demonstrating evident academic progress. In this case, only the extended or amplified part can be submitted for consideration.

All types of academic works must be produced after the candidate has been appointed to the current academic title, and disseminated in the manners approved by the university regulation.

However, the academic works having been disseminated in accordance with the university criteria no more than 5 years up until the date of the candidate's appointment to an "Assistant Professor" title can be submitted for the academic title appointment in the proportion of one third of the works submitted for academic title appointment. Decisions shall also be made based on a minimum of 2 new criteria-meeting works produced after the appointment to an Assistant Professor title.

25.5 For the appointment consideration of the position "Associate Professor", the criteria for academic ethics under Article 24.5 shall be taken into account;

Method 3 for requests for appointment to academic titles in the fields of Sciences, Technology, Engineering, Medicine and other areas of discipline as determined by the university, candidates shall have to submit proof of documents for consideration as follows:

- 1) A minimum of 10 research studies published in the journals indexed in Quartile 1 and Quartile 2 of the Scopus database after the candidate has been appointed to an Assistant Professor title, and in at least 5 of which, the candidate's name must be listed as First author or Corresponding author and;
- 2) Achieve a minimum of 500 life-time citations in the Scopus: with the EXCEPTION of the self-cited and;
- 3) Achieve a minimum of 8 for Life-time h-Index and;
- 4) Be a principal investigator who has received grants from external fund sources in at least 5 projects (Life-time)

For requests for appointment to academic titles in the fields of Business administration, Economics and other areas of discipline as determined by the university, candidates shall have to submit proof of documents for consideration as follows:

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- 1) A minimum of 5 research studies published in the journals indexed in the Scopus database after the candidate has been appointed to an Assistant Professor title, and in at least 3 of which, the candidate's name must be listed as First author or Corresponding author and;
- 2) Achieve a minimum of 150 life-time citations in the Scopus: with the EXCEPTION of the self-cited and;
- 3) Achieve a minimum of 4 for Life-time h-Index and;
- 4) Be a principal investigator who has received grants from external fund sources in at least 5 projects (Life-time)

If the Academic Title Consideration Appointment committee resolves that the candidate's academic morals and ethics meet the requirement in No.24.5 and academic works also comply with the prescribed criteria, the committee shall proceed to propose to the University Council for approval without having to appoint a panel of experts to assess the candidate's academic works.

25.5 For appointment to an Associate Professor title, academic morals and ethics stated in No. 24.5 shall be taken into consideration.

26. Appointment to the academic title "Professor"

26.1 In terms of the position-specific qualification, candidates must have received the academic title Associate Professor and been working in such position for a minimum of 2 years

26.2 Perform responsibilities as required by the title appointment criteria and have actual working hours of no less than that specified in the university's full-time lecturer's minimum requirement provided in the university announcement.

26.3 For teaching outcomes, candidates must have been assigned teaching hours in any of the university programs.

26.4 Candidates can submit academic works using any of the 3 methods described below:

Method 1 Academic works must be of an "A" quality and meet the following minimum quantity criteria:

- 1) A minimum of 5 research studies published in the journals indexed in the international databased approved by the university or;
- 2) A minimum of 1 research study having been published in academic

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journals indexed in international databases approved by the university and a minimum of 5 academic works of other types which have been internationally disseminated in the manners approved by the university or community service academic works altogether

And;

- 3) 1 textbook/ book

In at least 2 academic works in (1) – (2), the candidate’s name must be listed as First author or Corresponding author, and in at least 1 textbook or book, the candidate’s name must be listed as First author in accordance with the manners of academic work contribution detailed in Attachment 2.

Method 2 Academic works must be of the quality and in quantity described below:

- 1) A minimum of 5 research studies must have been published in academic journals indexed in the international journals approved by the university: at least 2 of which are of an A+ level and at least 3 being of an A level or;
- 2) A minimum of 1 research study having been published in academic journals indexed in the international databases approved by the university and a minimum of 5 academic works of other types which have been internationally disseminated in the manners approved by the university or community service academic works altogether, at least two of which must be of an A+ level and the three others being of an A level or;
- 3) A minimum of 10 A-level research studies which have been published in the academic journals indexed in the international databases approved by the university.

In at least 2 of the A+ level academic works and 1 A level academic work in (1) – (2), the candidate’s name must be listed as First author or Corresponding author. In at least 6 of the A level academic work in (3), the candidate’s name must be listed as First author in accordance with the manners of academic work contribution detailed in the attachment.

For the request for academic titles in the field of Social Sciences and Humanities, candidates may submit the following academic works for consideration:

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Method 1 Academic works must be of an “A” quality level and meet the following minimum quantity criteria:

- 1) A minimum of 3 research studies having been published in academic journals indexed in the international databases approved by the university or;
- 2) A minimum of 1 research study having been published in academic journals indexed in international databases approved by the university and a minimum of 3 academic works of other types or community service academic works altogether and;
- 3) 1 textbook/ book

In at least 2 of the academic works in (1) – (2), the candidate’s name must be listed as First author or Corresponding author, and In at least 1 textbook/ book, the candidate’s name must be listed as First author in accordance with the manners of academic work contribution detailed in Attachment 2.

Method 2 Academic works must be of the quality and in quantity described below:

- 1) A minimum of 5 research studies must have been published in academic journals indexed in the international journals approved by the university: at least 2 of which are of an A+ level and at least 3 being of an A level or;
- 2) A minimum of 1 research study must have been published in academic journals indexed in the international databases approved by the university together with a minimum of 5 academic works of other types or community service academic works altogether, at least 2 of which must be of an A+ level and the 3 others being of an A level or;
- 3) A minimum of 3 A+ level textbooks or books, at least 1 of which must be of an A+ level and the 2 others being of an A level.

In at least 2 of the A+ level academic works and 1 A level academic work in (1) – (2), the candidate’s name must be listed as First author or Corresponding author. For the textbooks or books, in at least 1 A+ level and 2 A level textbooks/ books, the candidate’s name must be listed as First author in accordance with the manners of academic work contribution detailed in Attachment 2.

Any research works or other types of works produced as part of the requirement to receive degrees, certificates, or to graduate can NOT be submitted unless the candidate is able to provide tangible proof of the works’ further amplification demonstrating evident academic progress.

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In this case, only the extended or amplified part can be submitted for consideration.

All types of academic works must be produced after the candidate has been appointed to the current academic title, and disseminated in the manners approved by the university regulation.

However, the academic works having been disseminated in accordance with the university criteria no more than 5 years up until the date of the candidate's appointment to an "Associate Professor" title can be submitted for the academic title appointment in the proportion of one third of the works submitted for academic title appointment. Decisions shall also be made based on a minimum of 2 new criteria-meeting works produced after the appointment to an Associate Professor title.

Method 3 for requests for appointment to academic titles in the fields of Sciences, Technology, Engineering, Medicine and other areas of discipline as determined by the university, candidates shall have to submit proof of documents for consideration as follows:

- 1) A minimum of 10 research studies published in the journals indexed in Quartile 1 and Quartile 2 of the Scopus database after the candidate has been appointed to an Associate Professor title. The candidate's name must be listed as First author or Corresponding author and;
- 2) Achieve a minimum of 1,000 Life-time citations in the Scopus database: with the EXCEPTION of the self-cited and;
- 3) Achieve a minimum of 18 for Life-time h-Index and;
- 4) Be a principal investigator who has received grants from external fund sources in at least 10 projects (Life-time)

For requests for appointment to academic titles in the fields of Business administration, Economics and other areas of discipline as determined by the university, candidates shall have to submit proof of documents for consideration as follows:

- 1) A minimum of 10 research studies published in the journals indexed in the Scopus database after the candidate has been appointed to an Associate Professor title. The candidate's name must be listed as First author or Corresponding author and;
- 2) Achieve a minimum of the following life-time citations in the Scopus: with the EXCEPTION of the self-cited and;
 - A minimum of 500 lists for Business administration
 - A minimum of 200 lists for Economics

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- 3) Achieve a minimum of 8q for Life-time h-Index (Scopus) and;
- 4) Be a principal investigator who has received grants from external fund sources in at least 10 projects (Life-time)

If the Academic Title Consideration Appointment committee resolves that the candidate's academic morals and ethics meet the requirement in No.24.5 and academic works also comply with the prescribed criteria, the committee shall proceed to propose to the University Council for approval without having to appoint a panel of experts to assess the candidate's academic works.

26.5 For appointment to an Professor title, academic morals and ethics stated in No. 24.5 shall be taken into consideration.

Part 2

Appointment of Full-Time Lecturers to Academic Titles through the Special Method

27. the University Council may consider appointing holders of academic titles Lecturer, Assistant Professor or Associate Professor possessing different qualifications than those specified in the academic title appointment criteria to the titles higher in rank e.g., appointing an Assistant Professor who has not yet fulfilled the performance period criteria to an Associate Professor title or appointing a full-time lecturer who has not yet achieved an Assistant Professor title to an Associate Professor title, or proposing for academic title appointment in different other disciplines.
28. Appointment to an academic title "Assistant Professor" through the Special Method. The procedures for academic work submission and other relevant processes applying in the "Assistant Professor" title appointment through the Normal Method shall apply. A panel of experts comprising at least 5 members shall be appointed to consider candidates' academic works and academic morals and ethics. The panel's decision shall be made based on a minimum of four-fifth basis. Nevertheless, it is imperative that the academic works be of a B+ level.
29. Appointment to an academic title "Associate Professor" through the Special Method.

Only Method 1 of the academic work submission shall be allowed under this circumstance and procedures of academic work submission and other relevant processes of appointment to the

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academic title “Associate Professor” through the Normal Method shall apply. A panel of experts comprising at least 5 members shall be appointed to consider candidates’ academic works and academic morals and ethics. The panel’s decision shall be made based on a minimum of four-fifth basis. Nevertheless, it is imperative that the academic works be of an A level.

30. Appointment to academic position “Professor” through the special method.

Only Method 1 of the academic work submission shall be allowed under this circumstance and procedures of academic work submission and other relevant processes of appointment to the academic title “Professor” through the Normal Method shall apply. A panel of experts comprising at least 5 members shall be appointed to consider candidates’ academic works and academic morals and ethics. The panel’s decision shall be made based on a minimum of four-fifth basis. Nevertheless, it is imperative that the academic works be of an A+ level.

Section 5

Request for Academic Work Evaluation Result Reconsideration

31. In the event that the submitted academic works have been evaluated as not meeting the prescribed criteria, candidates may submit a request for academic work evaluation result reconsideration to the A.T.C for a maximum of 2 rounds. The candidate shall provide academic reasons and each round of the reconsiderations must be initiated within the lapse of the period of 90 days after the date on which the A.T. C’s initial result has been notified. The A.T. C’s reconsideration results shall be then be proposed to the University Council for consideration. The University Council’s resolution shall be final.

32. the A.T.C shall proceed as follows:

32.1 1st Round of Academic Work Result Reconsideration

- 1) Considered lacking academic rationale, the result reconsideration request may be denied.
- 2) Considered academically reasonable, the reconsideration request shall be accepted for further consideration. The request shall be passed to the coordinator and the same panel of experts evaluating the candidate’s academic works and academic morals and ethics for consideration.

32.2 2nd Round of Academic Work Result Reconsideration

- 1) Considered lacking academic rationale or failing to provide reasonable arguments in addition to those presented in the 1st Round, the result

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reconsideration request may be denied.

- 2) Considered academically reasonable and inclusive of reasonable arguments in addition to those presented in the 1st Round, the result reconsideration request shall then be proposed to the same panel of experts evaluating the candidate's academic work and academic morals and ethics, however with an addition of 2 to 3 newly appointed panel members, for reconsideration. The chairperson of the same panel of experts for academic work and academic morals and ethics evaluation shall remain the same person.

33. In case of appointment of additional panel members for academic work and academic moral and ethics evaluation, the additional members cooperating in the result reconsideration shall be entitled to remuneration as set by the university.

34. The A.T.C may consider only the arguments pertaining to all types of the academic works evaluated as not meeting the prescribed criteria.

In case of additional academic works or revised academic works being submitted, the candidate shall have to proceed to a new round of the academic title appointment request and the date on which the candidate submit additional academic works, or the date on which the candidate files a request for revision of the submitted academic works shall be regarded as a date of the new academic title appointment request.

35. Any arising issues pertaining to consideration in this section shall be at the discretion of the University Council and the University Council's resolution shall be final.

Section 6

Penalty

36. Measures intended to prevent and punish the academic title appointment candidates with alleged involvement in violation of honorable academic ethics pertaining to academic works and exhibiting misconducts which will disqualify the candidates from being considered for academic title appointment shall be overseen by the A.T.C. Cases shall be proposed to the University Council for consideration as described below.

36.1 Upon valid confirmation of any of the/ multiple following academic misconducts:

- 1) Falsifying information concerning manners of work contribution
- 2) Demonstrating behavior implying plagiarism of others' works.
- 3) Submitting works of others for academic title appointment by claiming that it is the candidate's merits.
- 4) Having the same academic work published in more than one academic journal.
- 5) Submit, for academic title appointment, research or other types of works produced as part of the requirement to receive degrees, certificates, or to graduate except that the candidate is able to provide tangible proof of the works' further amplification demonstrating evident academic or professional progress.
- 6) Copying parts of one's own papers without clearly citing the sources, as deemed academically appropriate, in the manner misleading others into thinking that the works are original.
- 7) Exhibiting negligence or violation of the right of others or human rights, which results in damages or disadvantages of others
- 8) Any actions aimed to deviate the study or research's results and failure to present the works based on their authentic natures.

The Academic Council shall proceed to terminate that particular attempt for academic title appointment request and shall disqualify the candidates from making the academic title appointment request for 5 years but no more than 10 years from the date on which the Academic Council's resolution is passed.

In the event that any misconducts in Paragraph one involves disciplinary actions or violation of the University Personnel Professional and Moral Code of Conduct as provided in the university regulations or announcements, the president shall proceed to subject the candidates to the procedures for disciplinary actions in accordance with the university rules, regulations and provisions, depending on facts and severity of the misconducts on a case-by-case basis.

36.2 In the event that the candidate has been granted the requested academic title but later proved to have committed any of the/ multiple misconducts listed in No. 36.1, the University Council shall proceed to dismiss the candidate from academic titles "Assistant Professor" and "Associate Professor". For holders of the title "Professor", the University Council shall propose the case to the minister of Ministry of Higher Education, Science, Research and Innovation to propose it further to Prime minister in order to obtain a royal endorsement for the title dismissal. Then, the University Council shall proceed through the disciplinary procedures with respect to investigated facts and severity of the committed misconduct on a case-by-case basis. The candidate shall be disqualified from making an academic title request for 5 but no more than 10 years from the date on which the University Council's resolution is passed or the date on which the royal

endorsement for academic title dismissal is granted, as the case may be.

The university shall consider reclaiming the paid title allowance as well as the title remuneration the candidate dismissed from the academic title.

Transitory Provision

37. an academic title appointment request of which the university has been in receipt with the process being in progress before 1 August 2020 shall be considered with respect to the Walailak University Regulation on Criteria and Procedures for Academic Rank Appointment for University Employee, B.E. 2561 and the Walailak University Regulation on Criteria and Procedures for Academic Rank Appointment for University Employee (2), B.E. 2561.
38. In the initial stage, the Walailak University Regulation on Criteria and Procedures for Academic Rank Appointment for University Employee, B.E. 2561 and the Walailak University Regulation on Criteria and Procedures for Academic Rank Appointment for University employee (2), B.E. 2561 or the criteria and methods for appointing individuals to academic titles provided in this Regulation may be enacted for the academic title appointment request submitted over the period from 1 August 2020 to 31 July 2022, depending on the candidates' wills. After such period, the criteria and methods provided in this Regulation shall be implemented.
39. In the event that the university has not issued rules, guidelines or procedures pertaining to acting action in compliance with this Regulation, the Walailak University Regulation on Criteria and Procedures for Academic Rank Appointment for University Employee, B.E. 2561 and resolutions by the Walailak University Council, the Personnel Management Committee, the Academic Council or the Academic Title Appointment Committee which has been enforced before this Regulation is effective shall be enforced, however, to the extent in which does run counter to this Regulation.
40. the Academic Title Appointment Committee (A.T.C) and the Walailak University Academic Work and Qualification Examination Committee (Q.E.C) appointed under the Walailak University Regulation on Criteria and Procedures for Academic Rank Appointment for University Employee, B.E. 2561 shall also be the Academic Title Appointment Committee (A.T.C) and the Walailak University Academic Work and Qualification Examination Committee (Q.E.C) under this Regulation from the date on which this Regulation is effective until the term completion or new appointment.
41. For cases not stated in this Regulation, there shall be enacted the announcement of the Civil Service Committee in Higher Education Institutes (C.C.H) on Criteria and Methods for Appointing Individuals to Academic Titles of Assistant Professor, Associate Professor and

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Professor, B.E. 2563 or as amended mutatis mutandis until revision of this Regulation.

Announced on 23 September 2020

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(Prof. Dr. Wichit Srisa-an)

Chairman of Walailak University Council

Attachment to the Walailak University Regulation

Criteria and Method for Appointing Individuals to Academic Titles,

B.E.2563

Dated 23 September 2020

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Curriculum Vitae and Academic Work Record

First – last name of candidate

School of.....Walailak University

Request for appointment to the academic title

(Assistant professor, Associate professor, Professor)

In the field of

through the Normal Method/ Special Method

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1. Personal profile

1.1. Date of Birth Month year

1.2. Ageyears old

1.3. Higher education institutions (Please state full titles of your degrees as well as qualifications (field) in the Highest –to-Lowest order. Degrees obtained from overseas institutions shall be printed in English.

Degrees	Year completed	Name of Institution and Country
1)		
2)		
3)		

1.4. Master’s degree and doctoral degree thesis titles and other certificates (Please also specify titles of the thesis or research works conducted as part of the requirement to receive the degrees or certificates.)

- 1.4.1.
- 1.4.2.
- 1.4.3.
- 1.4.4.

2. Professional experience

2.1. Current position

2.2. Appointed a lecturer on date monthyear

Total duration of service/work..... yearsmonths

2.3. Appointed an Assistant Professor on date month..... year

Total duration of service/work..... yearsmonths

2.4. Appointed as Assistant Professor on date month

Year Total duration of service/work..... yearsmonths

2.5. Other positions

2.5.1

2.5.2

2.5.3

2.6. Invitations to participate as an expert/guest lecturer in international academic conferences and other international recognitions (5 years back)

2.6.1

2.6.2

2.6.3

3. Workloads (3 years back) (those approved by the affiliations)

3.1 Teaching (Please specify whether it is for an undergraduate or graduate level)

Program Level	Course title	Hours/week	Trimester/ Academic year
1)			
2)			
3)			
4)			
5)			
6)			

3.2 Research works (Please specify research project titles, head of projects, sources of research fund and conduction duration (Fromto.....))

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3.3 Academic service works (Please specify project titles (manners of the services), types of activities, average time spent, the number of service users/participants

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3.4 Administrative works (Please specify works with direct responsibility and average total time allocated per year.)

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3.5 Other Works as Assigned by Work Unit/Head of Faculty/College/Institute/Center (Please specify types of work and average time allocated per year.)

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4. Academic Work submitted for consideration for the appointment to academic titles of Assistant Professor, Associate Professor and Professor

- All types of academic works will be valid only if they are written in conformation to the designated reference systems incorporating year, title, publisher, the number of pages etc.
- Publication in academic journals requires a clear specification on the databases approved by the university according to the prescribed academic work contribution manners. Please clearly specify the number of citations and Journal Impact Factor

- In case of a multi-authored work, each of the authors is required to provide clear details on how each person has contributed to the work. Then, the candidate, the first author and the corresponding author shall affix signatures to verify individual contribution to the work to be submitted for consideration.

4.1 Academic works submitted for consideration for appointment of academic title Assistant Professor

4.1.1 Teaching materials

4.1.1.1

 Employed in teaching of the courseTrimester/.....

4.1.1.2

 Employed in teaching of the courseTrimester/.....

4.1.1.3

 Employed in teaching of the courseTrimester/.....

4.1.1.4

 Employed in teaching of the courseTrimester/.....

4.1.1.5

 Employed in teaching of the courseTrimester/.....

4.1.2 Research works

4.1.2.1

Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

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No

Yes, it was used in(Year) with the assessed quality level of
as required by the university.

Please specify detail of the dissemination

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4.1.2.2.....
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Has this research work previously been submitted for appointment consideration for the
academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of
as required by the university.

Please specify detail of the dissemination

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4.1.2.3.....
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Has this research work previously been submitted for appointment consideration for the
academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of
as required by the university.

Please specify detail of the dissemination

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4.1.3 Academic works of different types

4.1.3.1.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.1.3.2.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

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Yes, it was used in(Year) with the assessed quality level of
as required by the university.

Please specify detail of the dissemination

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4.1.3.3.....
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Has this research work previously been submitted for appointment consideration for the
academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of
as required by the university.

Please specify detail of the dissemination

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4.1.4 Community service academic works

4.1.4.1.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.1.4.2.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.1.4.3.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.1.5 Textbooks, books or academic articles

4.1.5.1.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.1.5.2.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.1.5.3.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2 Academic Works submitted for consideration for the appointment to the academic titles
Associate Professor

- All types of academic works will be valid only if they are written in conformation to the designated reference systems incorporating year, title, publisher, the number of pages etc.
- Publication in academic journals requires a clear specification on the databases approved by the university according to the prescribed academic work contribution manners. Please clearly specify the number of citations and Journal Impact Factor
- In case of a multi-authored work, each of the authors is required to provide clear details on how each person has contributed to the work. Then, the candidate, the first author and the corresponding author shall affix signatures to verify individual contribution to the work to be submitted for consideration.

4.2.1 Course handouts

4.2.1.1.....

Employed in teaching of the courseTrimester/.....

4.2.1.2.....

Employed in teaching of the courseTrimester/.....

4.2.1.3.....

Employed in teaching of the courseTrimester/.....

4.2.1.4.....

Employed in teaching of the courseTrimester/.....

4.2.2 Research work

4.2.2.1.....

Has this research work previously been submitted for appointment consideration for the academic title Assistant professor/Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.2.2.....

Has this research work previously been submitted for appointment consideration for the academic title Assistant professor/Associate Professor?

No

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Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.2.3.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor/Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.3 Academic works of different types

4.2.3.1.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor/Associate Professor?

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No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.3.2.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.3.3.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor/Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.4 Community Service Academic Works

4.2.4.1.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.4.2.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.4.3.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.5 Textbooks or books

4.2.5.1.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.5.2.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.5.3.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.2.6 Proof of documents for academic title appointment request in Method 3

4.2.6.1 Research

1. Research titled

1.1) Publication in academic journals indexed in the Scopus database

Quartile 1 Quartile 2

1.2) Responsibility

First author
 Corresponding author

2. Research titled

2.1) Publication in academic journals indexed in the Scopus database

Quartile 1 Quartile 2

2.2) Responsibility

First author

Corresponding author

3. Research titled

3.1) Publication in academic journals indexed in the Scopus database

Quartile 1 Quartile 2

3.2) Responsibility

First author

Corresponding author

4.2.6.2 the number of research works published in the Scopus database

the number of research works cited Please also submit proof of documents
evidencing publication in the Scopus database.

4.2.6.3 The candidate has Life-time h-index (Scopus) of

4.2.6.4 Research projects in which the candidate is principal investigator and receives
grants from the sources outside the university (Life-time) (Please also submit proof of
documents e.g., contract's front page, letter of certification from higher education institutions
or letter of certification from grant sources.

1) Research project under the title

Receive grants from

2) Research project under the title

Receive grants from

3) Research project under the title

These translation copies are intended for internal use only, and are not made available outside the
university.

Receive grants from

4.3 Academic Works submitted for consideration for the appointment to the academic title Professor

- All types of academic works will be valid only if they are written in conformation to the designated reference systems incorporating year, title, publisher, the number of pages etc.
- Publication in academic journals requires a clear specification on the databases approved by the university according to the prescribed academic work contribution manners. Please clearly specify the number of citations and Journal Impact Factor
- In case of a multi-authored work, each of the authors is required to provide clear details on how each person has contributed to the work. Then, the candidate, the first author and the corresponding author affix shall affix signatures to verify individual contribution to the work to be submitted for consideration.

4.3.1 Research work

4.3.1.1.....

Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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These translation copies are intended for internal use only, and are not made available outside the university.

4.3.1.2.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.1.3.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.2 Academic works of different types

These translation copies are intended for internal use only, and are not made available outside the university.

4.3.2.1.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.2.2.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.3 Community Service Academic Works

4.3.3.1.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.3.2.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.3.3.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.4 Textbooks or books

4.3.4.1.....
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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.4.2.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.4.3.....

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Has this research work previously been submitted for appointment consideration for the academic title Assistant professor and/or Associate Professor and/or Professor?

No

Yes, it was used in(Year) with the assessed quality level of as required by the university.

Please specify detail of the dissemination

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4.3.5 Proof of documents for academic title appointment request in Method 3

4.3.5.1 Research

1) Research titled

.....

1.1) Publication in academic journals indexed in the Scopus database

Quartile 1 Quartile 2

1.2) Responsibility

First author

Corresponding author

2) Research titled

.....

1.1) Publication in academic journals indexed in the Scopus database

Quartile 1 Quartile 2

1.2) Responsibility

First author

Corresponding author

3) Research titled

.....

1.1) Publication in academic journals indexed in the Scopus database

Quartile 1 Quartile 2

1.2) Responsibility

First author

Corresponding author

4.3.5.2 the number of research works published in the Scopus database

The number of research works cited Please also submit proof of documents evidencing publication in the Scopus database.

4.3.5.3 The candidate has Life-time h-index (Scopus) of

4.3.5.4 Research projects in which the candidate is principal investigator and receives grants from the sources outside the university (Life-time) (Please also submit proof of documents e.g., contract’s front page, letter of certification from higher education institutions or letter of certification from grant sources.

- 1) Research project under the title
 Receive grants from
- 2) Research project under the title
 Receive grants from
- 3) Research project under the title
 Receive grants from

5. Academic works submitted in support of the academic appointment request

(Only for candidates requesting for the academic titles Associate Professor or Professor)

5.1 The academic title Associate professor

- 5.1.1
- 5.1.2
- 5.1.3
- 5.1.4
- 5.1.5

5.2 The academic title Associate professor

- 5.2.1
- 5.2.2

5.2.3

5.2.4

5.2.5

I certify that the above facts are true to the best of my knowledge

Sign candidate

(.....)

Position

Date Month Year.....

Certification from Superintendent

I whose name appears at the end of this document hereby certify to the Walailak University Academic Council and the distinguished panel of experts that the works and qualifications of (Name of candidate)are true and correct in every aspect. After careful examination, I hereby report the performance appraisal results of the candidate in accordance with the university’s prescribed standards as follows:

1. Teaching efficiency

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2. Research

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3. Academic services

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(Sign)

(.....)

Dean of the School

Chairperson of the School Committee

Date Month Year.....

**Attachment to the Walailak University Regulation
Criteria and Method for Appointing Individuals to Academic Titles,**

B.E.2563

Dated 23 September 2020

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Manners of Academic Work Contribution

1. Academic works submitted for consideration for academic title appointment must only be the work in which the candidate is a First author, an essentially intellectual contributor or a corresponding author.

First author means a person whose name is listed first in the academic work denoting major responsibility for the work and his/her writing up of a manuscript.

Essentially intellectual contributor means a person making essential intellectual contribution with his/her expertise in the field and responsibility for research design of that particular research or academic work as well as data analysis, conclusions and suggestions.

Corresponding author means a person with roles and responsibility for disseminating research work or academic works in order to enable transfer of knowledge communicating academic values including the demonstration of data, evidence, opinions and experiences, and corresponding with editors.

2. In case the candidate contributes to academic works, any of the following manners must be adopted

2.1 For research works, the candidate must be First author or a person of an essentially intellectual contribution or Corresponding author.

2.2 For non-research works, the candidate must be First author or a person of an essentially intellectual contribution or Corresponding author.

3. The candidate shall have to submit proof of documents for academic work contribution for every of the academic work submitted.

4. First author and Corresponding author shall have to affix a signature to verify each of the team members' roles and responsibilities taken in the making of the work.

After the signatures for academic work contribution verification have been affixed, no amendment shall be permitted.

In the event that the candidate is proved to have provided falsified statements on his/her academic work contribution, such act shall be regarded as violation of academic ethics and

disqualify the candidate from being considered for academic title appointment and the university shall investigate the case further and impose a penalty as deemed appropriate.

5. For the community service academic works executed by a team or is of a multidisciplinary nature, it is required that, in the field in which the academic title is being requested, the candidate be engaged in at least the following 3 steps.

A. Conducting a pre-context analysis before starting the social engagement activity

B. Designing or developing products/ models/ activities

C. Evaluating the activity's outcomes and concluding guidelines for implementation or improvement

Then, the candidate shall clearly specify roles and responsibilities both of each of the team members and the candidate himself/herself by having the project head affix a signature for verification.

6. In case of the published research works derived from a graduation thesis of the students who the candidate supervises as an advisor, the candidate needs to have been the person initiating, supervising and assuming a principal role in the process of the particular's research result analysis and synthesis.

Academic Work Contribution Form

A. Title of academic work

B. Status of the candidate

- First author
- Essentially intellectual contributor
- Corresponding author

C. Type of academic work

Group 1 Research

Group 2 Research of different types

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Academic works for industry | <input type="checkbox"/> Case study |
| <input type="checkbox"/> Academic works for teaching and learning development | <input type="checkbox"/> Translation |
| <input type="checkbox"/> Academic works to enhance public policy | <input type="checkbox"/> Patent |
| <input type="checkbox"/> Creative works in sciences and technology | <input type="checkbox"/> Software |
| <input type="checkbox"/> Dictionary, encyclopedia, nomenclature dictionary, and academic works of the same nature | |
| <input type="checkbox"/> Aesthetic work or art work | |

Group 3 Community service academic work

Group 4 Textbook

Book

Academic article

Part 1 Detail of work contribution

The candidate must provide comprehensive detail as required in each topic (since there no specification on academic work contribution percentage, the responsibilities as specified by the candidate shall be taken into consideration for academic work consideration)

Detail of the contribution	Roles and responsibilities
A. Ideas and hypotheses	
B. Research conduction, participation in design of experiments, tests, instruments	
C. Data collection, data analysis and result interpretation	
D. Criticization of the results and well as presentation and comparison with conclusions, body of knowledge or original theories	
E. Contribution to writing of manuscripts, creative works, innovations, inventions etc.	
F. Supporting of specimens, study cohort, logistics, research funds (please specify sources of research funds, funds and years of receipt)	
G. Others	

Part 2 detail of the presentation of works, transfer of knowledge or transfer of body of knowledge shall be accompanied by proof of documents for consideration as described below:

- A. For publication in journals, please specify the journal impact factor and the number of citations (database).
 - B. For patents, please specify types of patents, year of registration, national coverage.
 - C. For technical report or research works, please specify users.
 - D. For research presentation, please specify if it is in a form of Oral Presentation (details required include session e.g., Plenary, Symposium or Oral session) or proceedings of
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conferences/ shows/ exhibitions (names of the venue and country). For books, please specify publishers and year of publication.

E. Record of research grants related to this particular work.

F. For research regarding transfer of technology, please specify the total amount of licensing fees with proof of documents

Name

(.....)

Candidate for Academic Title Appointment

Name

(.....)

First author

Name

(.....)

Corresponding author

Attachment to the Walailak University Regulation

Criteria and Method for Appointing Individuals to Academic Titles, B.E.2563

Dated 23 September 2020

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Teaching outcome evaluation guidelines

Criteria

The Academic Title Appointment Committee (A.T.C) is in charge of evaluating the candidate' teaching performance to see his/her achievement of a course's goals on the basis of the course's characteristics in accordance with the following evaluation criteria:

1. The candidate is able to systematically devise teaching plans clearly articulating the teaching goals and appropriately select teaching methods best suited for such goals in order to achieve the objectives. The candidate shall provide proof of documents, which can be evaluated, reflective of every topic having been taught by the candidate (definitions of dissemination and characteristics of quality can be consulted in the attachment). Sources must be cited in the manner academically and legally correct.

2. The candidate is able to integrate multiple modern teaching techniques to increase learners' interest in and attention to the subject contents (e.g., using simple language for explanation, providing examples, integrating relatable hands-on experience, asking question to stimulate learners' thinking and question-answering skills or using digital interactive media)

3. The candidate is able to instill in learners learning autonomy enabling and training them to engage in critical thinking, assessing reliability and credibility of knowledge sources so that they evolve to be lifelong learners.

4. The candidate is able to teach and train learners to rationally analyze and criticize subject knowledge.

5. The candidate is able to encourage learners to envision and comprehend the relation of the subject being taught to other relevant subjects.

6. The candidate is able to facilitate learners' appropriate opinion expression and experience sharing.

7. The candidate is able to effectively apply a wide range of modern and appropriate teaching materials, equipment and digital interactive media, and to provide real-life simulations which increase learners' enthusiasm.

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8. The candidate is able to cultivate and exercise valuable skills including interaction, cooperation, interpersonal skills, expression, problem solving, adaptability and open-mindedness.

9. The candidate is able to demonstrate ability to assess learners' understanding and comprehension of the subject being taught.

Besides the abovementioned teaching outcome evaluation criteria, the teaching evaluation process shall be in compliance with the Walailak University Regulation Criteria and Method for Appointing Individuals to Academic Titles.

Procedures

1. Primary supervisors (Head of the program/ Head of Department/ Dean) shall primarily assess the candidate' teaching performance as to whether the candidate meets the prescribed criteria.

2. The Academic Title Appointment Committee shall then evaluate and assess the candidate'' teaching performance as to whether it meets the prescribed criteria. A sub-committee may be appointed to carry out teaching evaluation as deemed appropriate.

Proof of document for teaching evaluation

Type 1	
Definition	Academic works in a form of documents used for teaching outcome evaluation in a particular course in accordance with the university's programs. The documents must remarkably reflect the subject contents as well as systematic teaching approaches so it is by all means an integral tool that a lecturer applies for class teaching.
Format	Documents or other types of media used in class teaching which basically encompass lesson plans, lecture topics (sufficient details) and may also include other elements i.e., lists of the relevant articles or books and parts/ abstracts of related documents, charts, tapes, videos, slides or other online teaching media whose sources are cited in the manner academically and legally correct.
Dissemination	Printed copies of document compilations or bound copies of photocopied documents or other types of media such as CD-ROMs which have been used for class teaching in the university's programs.
Quality criteria	At the discretion of a school committee in charge of the school under which the candidate works.
Type 2	
Definition	Academic works used for class teaching in any of the university's curriculum which are reflective of the subject contents and systematic teaching approaches. Course handouts may originate from teaching materials crystalized and developed into more complete version. Course handouts are learners' important tool for self-directed study outside the classes or supplementary knowledge of the course's contents.
Format	Documents other relevant media correlated with the candidate's courses which basically include lesson plans, lecture topics, (with sufficient details provided) and may also include other elements i.e., lists of the relevant articles or books and parts/ abstracts of related documents, charts, tapes, videos, slides, case studies, illustrations, practices/ exercises as well as providing references to the sources of data and content as well as bibliographies in the manner modern and legally correct.
Dissemination	Must be made a copy by printing or bound copies of photocopied documents or other types of media which can be evidence of the

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	previous dissemination of the items as “handouts” to learners in that particular course.
Quality	At the discretion of a school committee in charge of the school under which the candidate works.

Attachment to the Walailak University Regulation

Criteria and Method for Appointing Individuals to Academic Titles,

B.E.2563

Dated 23 September 2020

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Guidelines on the panel of experts’ evaluation of academic works and ethics

The panel of experts’ evaluation of academic works and ethics shall be in accordance with the university-prescribed criteria, methods and standards for morals and ethics of the experts in charge of evaluating academic morals and ethics and other consideration factors as follows:

1. The academic works must be broadly disseminated with visibility and availability.
2. Journal ranking of the journals in which the academic work is published should be taken into consideration. For instance, most works published in Quartile 1 journals of Science Journal Ranking (SJR) are of high quality.
3. The number of the academic work’s citation should be taken into consideration, especially overseas citations.
4. Impact factor (from Scopus database) of the journals in which the academic work is published is considered a reflection of academic works’ quality.
5. In what levels the academic works can generate impact on an international academic circle or create the country’s economic and social impact.
6. Research morals and ethics or Research Misconduct such as falsification, fabrication and plagiarism
7. National or international recognitions the academic work has received

Attachment to the Walailak University Regulation

Criteria and Method for Appointing Individuals to Academic Titles, B.E.2563

Dated 23 September 2020

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Types of academic work

Group 1 Research

Group 2 Other types of academic works

2.1 Academic works for industry

2.2 Academic works for teaching and learning development

2.3 Academic works to enhance public policy

2.4 Case study

2.5 Translation

2.6 Dictionary, encyclopedia, nomenclature dictionary, and academic works of the same nature

2.7 Creative works in sciences and technology

2.8 Aesthetic work or art work

2.9 Patent

2.10 Software

Group 3 Community service academic works

Group 4

4.1 Textbook

4.2 Book

4.3 Research article

Definition, Form, Dissemination and Quality Characteristics of Academic Work

Group 1 Research

Research	
Definition	Academic works which are products of a systematic study and investigation process applying research methodologies commonly accepted in that particular field and provide clear rationale and objectives of the research to generate answers or summary leading contributing to academic progress (fundamental research) or to apply the study results in real contexts (Applied research or Creative research) or develop new useful equipment or processes.
Form	<p>Categorized into 3 major formats as listed below:</p> <p>1. Research report Featuring clear and comprehensive contents concerning the research process i.e., research problems, objective, literature review, problem or hypothesis development, data collection, problem or hypothesis proving, data analysis and synthesis, result conclusion and suggestion, reference and others. The report must be reflective of how the research-derived answer helps the researcher answer or address the problems/ hypothesis.</p> <p>2. Research article Elaborating on crux and core of the research process in a concise manner to be presented in academic conferences or academic journals.</p> <p>3. Monograph Written with the research as a part of it</p>
Dissemination	<p>Dissemination of works in any of the following manners with proof of documents for work quality assessment administered by a panel of experts in the field or related fields (Peer Reviewer) from different institutions.</p> <ol style="list-style-type: none"> 1. Publishing the works in a form of research articles in journals indexed the university-approved databases or electronic media. 2. Publishing the work in an edited research article compilation book 3. Presenting the works in a form of full research articles in either national or international conferences. Embedded in the process is a

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Research	
Dissemination (continued)	<p>panel of experts or committee in charge of screening, checking accuracy of language usage and wording or presentation formats prior to the publication in the academic conference proceedings which originate from conferences by academic or professional associations continuously held for a period of at least 5 consecutive years with exception of the university's academic conferences. The work can be either in electronic or in printed forms which may be disseminated either before or after the conferences. However, the panel of experts or committee which assess the work's quality needs to comprise experts specializing in the particular academic field or related fields and be from various institutions.</p> <p>4. Dissemination in a form of monograph with proof of documents for broad work dissemination in the particular academic field or profession and related fields as stipulated by the university council</p> <p style="padding-left: 40px;">After having disseminated "research" as mentioned above, the candidate CANNOT put the same research through the process of revision, improvement or expansion for the purpose of resubmitting it for academic title appointment or another round of research quality assessment.</p>
Quality Characteristics	<p><u>Level B</u> Be the study produced under the accurate and appropriate research methodologies which is reflective of academic progress or result application</p> <p><u>Level B+</u> Comply with the same standard for "Level B", be the work demonstrating in-depth analysis and presenting new and more illuminating knowledge than its previously conducted counterparts and be published and cited in national or international databases.</p> <p><u>Level A</u> Comply with the same standard for "Level B+", be accepted and cited in international databases and published in the top 15% journals of that particular field or provide benefits applicable in a wide range of contexts with proof evidencing its economic values.</p> <p><u>Level A+</u> Comply with the same standard for "Level A", gain an outstanding level of acceptance, be broadly cited in international databases and published in the top 15% journals of that particular field or provide benefits applicable in a wide range of contexts with proof evidencing its broad impact on and change it brings about in the academic and professional circle.</p>

Definition, Form, Dissemination and Quality Characteristics of Academic Work

Group 2 10 other types of academic works

- 2.1 Academic works for industry
- 2.2 Academic works for teaching and learning development
- 2.3 Academic works to enhance public policy
- 2.4 Case study
- 2.5 Translation
- 2.6 Dictionary, encyclopedia, nomenclature dictionary, and academic works of the same nature
- 2.7 Creative works in sciences and technology
- 2.8 Aesthetic work or art work
- 2.9 Patent
- 2.10 Software

Definition, Form, Dissemination and Quality Characteristics of Academic Work

Group 2 Academic works of other types

2.1 Academic work for industry	
Definition	Academic works which are beneficial for the industry whose most of its value chain is within the country which will constitute a positive change toward the industry's problem solving and development
Form	<p>Compiled in a form of documents comprising the works' clear and illustrative explanations concerning how the work helps to contribute to the industry's enhancement, positive change and academic progress on the topics listed below:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Background information concerning problems or post-intervention situations and contexts <input type="checkbox"/> Evidence of the users' participation and acceptance <input type="checkbox"/> Explanation about the industrial solution methods <input type="checkbox"/> Explanation about knowledge or new body of knowledge emerging at the post-intervention stage (the research) <input type="checkbox"/> Explanation about outcomes or effects on the users or parts of the value chain of the particular industry or the entire industry <input type="checkbox"/> Explanation about methods and quality/ effectiveness of the works when integrated into class teaching i.e., textbook or updating and improving subject content of the course, etc. or used as students' thesis topic or special projects
Dissemination	Disseminated in any of the following manners:

2.1 Academic work for industry	
	<p>1. Publishing the works in a form of research articles, a research article compilation book or conference proceedings which originate from conferences by academic or professional associations continuously held for a period of at least 5 consecutive years with exception of the university's academic conferences. The work can be either in electronic or in printed forms which may be disseminated either before or after the conferences. The article needs to be co-authored by persons in the industry. If not, there shall be submitted documents verifying the industry's application of the study i.e., co-research funding contract or other empirical evidence.</p> <p>2. A complete research report containing content or attachments featuring content in the format of academic work for industry and being assessed by a panel of experts specializing in the field or related fields from various institutions.</p> <p>3. Intellectual property document of the works i.e., patent, petty patent, licensing agreement with attachments featuring content in the format of academic work for industry</p> <p>4. A complete research report which is not permitted for public dissemination, which contains content or attachments featuring content in the format of academic work for industry and the evidence proving such confidentiality must be presented strictly together with the evidence proving the research's attempted application and implementation</p> <p>5. An evaluation report from outside institutions, which features impact of the research or academic activities associated with the industrial sector. The candidate must compile the documents comprising content in the format of academic work for industry</p>
Quality Characteristics	<p><u>Level B</u> Demonstrate clear data and information collection, containing specification on problems or needs with participation of the target industry, reflecting knowledge analysis and synthesis which can be employed to solve the problems or gain understanding of the situations.</p> <p><u>Level B +</u> Comply with the same standard for "Level B" and be capable of proposing solutions to the extent in which positive changes empirically immerge which leads to development of that particular industry.</p>

2.1 Academic work for industry	
	<p><u>Level A</u> Comply with the same standard for “Level B+” and can serve as an example for problem solving or gaining understanding of the situations to the degree leading to empirical positive change or development of other industries or concretely constitutes a policy change in a broad scope both at a provincial and national level.</p> <p><u>Level A +</u> Comply with the same standard for “Level A” and significantly generate broad impact on the industrial sector or academic fields to the degree that the works receive national or international recognitions or awards from internationally-recognized organizations.</p> <p><u>Note</u> Guidelines for quality assessment of academic works for the industrial sector:</p> <p>The panel of experts for academic work and academic ethics evaluation shall proceed through the quality assessment process in alignment with the following guidelines:</p> <ol style="list-style-type: none"> 1. Evaluate on the basis on documents and evidence submitted for consideration 2. Evaluate on the basis of other evidences i.e., industrial information, interviews with the persons involved or information from the related units etc. 3. Besides the evaluation based on documents and evidence listed in No.1 and 2, on-site industry examination which may be carried out by the panel itself or representatives authorized by the panel can also be done as part of the evaluation.

Definition, Form, Dissemination and Quality Characteristics of Academic Work

2.2 Academic work for development of teaching and learning	
Definition	<p>Academic works which may be conducted in a form of study or experimental research, or research and development aimed to promote the positive attributes or solve problems concerning students’ learning</p> <p>Components of the works include explanations or crucial evidence as follows:</p>

2.2 Academic work for development of teaching and learning	
	<p>1. Problems regarding teaching and learning;</p> <p>2. Concepts, theories, principles and rationales or sets of beliefs adopted by the candidate in designing innovations for teaching and learning to promote learners' learning or solve certain problems. The innovations may be a novel format or approach of teaching, newly developed or the applied inventions i.e., new lessons, new activities or new techniques for teaching and learning or new media/material for teaching and learning and:</p> <p>3. Process and post-intervention outcomes after having employed the works in real contexts. Outcomes are reflected upon learners' development of the positive attributes with the evidence verifying learners' positive changes contributing to effective on the part of both an instructor and learners.</p>
Form	<p>1. Academic works in a form of study reports, research articles or;</p> <p>2. Works produced under the study in a form of lessons, activities, teaching and learning material; explanations about the development concept and post-intervention/usage outcomes which may be created in an electronic or printed form.</p>
Dissemination	<p>1. A complete study report assessed by a panel of experts and accompanied by proof of dissemination in that particular field or professional circle or the related fields</p> <p>2. Part of a research compilation book edited and quality-assessed by a panel of experts specializing in teaching and learning development and quality assessment.</p> <p>3. A research article in academic journals indexed in the university-approved databases and publication may be done either in an electronic or printed (book or other types of printed material) formats</p> <p>4. Proceedings of national or international conferences by academic or professional associations continuously held for a period of at least 5 consecutive years, processed by editorial team comprising experts from various institutions.</p>

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2.2 Academic work for development of teaching and learning	
	<p>5. Electronic products of the study accompanied by explanations about the concepts of learning and teaching innovation development, guidelines on application and expected learning outcomes</p>
Quality Characteristics	<p><u>Level B</u></p> <p>1. The concept of learning & teaching innovation design is the one developed from its original or the entirely new concept. 2. Accompanied by tangible evidence proving that the developed works lead to the empirical learning proficiency or learners' positive attributes.</p> <p><u>Level B+</u> Comply with the same standard for “Level B” and be accompanied by tangible evidence proving that the study results can be applied for development in other groups of learners</p> <p><u>Level A</u> Published in impact-factor journals of learning and teaching development</p> <p><u>Level A+</u> Comply with the same standard for “Level A” and the work has won awards or praises for its effectiveness in learning and teaching development / education, or invention on either national or international levels.</p>

Definition, Form, Dissemination and Quality Characteristics of Academic Work

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2.3 Academic work for public policy development	
Definition	The work is developed from research or analysis or synthesis in the field of economics, social science, politics, environment, sciences, engineering or other related fields which leads to suggestion of new public policies or theoretical or empirical advice on public policies or implementation of them in order for a government sector to use them to establish policies, laws, plans, orders or other measures to solve the existing problems or contribute to public advantages on local, national or international levels.
Form	The work is compiled in a form of documents with academic explanations comprising analysis and synthesis of social, economic, political and environmental issues or other aspects requiring solutions. The work is grounded on solid rationale, evidence and supporting data leading to the solutions based on academic principles and produces a policy, draft bill, draft rule, plan, order or other measures as an output. The work needs to clearly specify outcomes and impacts on the society on local, national and international levels.
Dissemination	In any of the following manners: 1. Having proposed the policies, legislations, plans, orders or other measures together with explanations to the stakeholders or the persons in charge of the particular public policies as well as consideration or implementation carried out by the persons involved. 2. Having disseminated public policies to the persons involved
Quality Characteristics	<u>Level B</u> The work demonstrates analysis and synthesis grounded in data, evidence or supporting reasons reflective of academic advancement. <u>Level B+</u> Comply with the same standard for “Level B” but the proposal must be the new one offering comprehensive

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	<p>solutions or development which is broader than that presented in the original one.</p> <p>Level A Comply with the same standard for “Level B+” but there must be a legislation draft, a policy draft or a plan and referenced by those involved.</p> <p>Level A+ Comply with the same standard for “Level A”, be broadly referenced and discussed in the society or applied by those responsible for that particular public policy and significantly contribute to the academic circle.</p>
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Definition, Form, Dissemination and Quality Characteristics of Academic Work

2.4 Case study	
Definition	writings which are based on the study of a person or an institution (e.g., private sector, government sector, government, etc.) an investigation of incidence, administration and management, cases or real-life cases developed to a teaching case study. It must encompass data collection and analysis based on academic norms and principles to identify causes of problems as well as other factors involved so that a decision and solution alternatives can be made to find field-associated solutions or propose an organization’s development plan or cultivate understanding of behavior of a person or an organization. This whole process is aimed to stimulate a learner’s analytical thinking and decision-making guidelines based on academic principles or to analyze facts and use personal discretion over the case.
Form	Be in a form of published documents either in printing or electronic formats which consists of teaching notes, has been used in class teaching and encompass all the required components namely introduction, body and conclusion.
Dissemination	Disseminated either in a printing or electronic format with a distinguished panel of experts appointed by the university assessing work quality in a book or case study compilation edited by a distinguished panel of experts in charge of assessing work quality.
Quality Characteristics	<u>Level B</u>

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	<p>1. Being a case study comprising comprehensive components namely introduction, body, conclusion with illustrative qualitative and quantitative data such as tables and diagrams</p> <p>2. Being a case study featuring clear contents and presentation which are beneficial for teaching at a tertiary level.</p> <p><u>Level B+</u> Comply with the same standard for “Level B” and present up-to-date academic content and analysis which is broadly beneficial for the field of discipline or can be broadly applied.</p> <p><u>Level A</u> Comply with the same standard for “Level B+” and must demonstrate academic breakthroughs or present unprecedented issues or topics with in-depth synthesis and establish new body of knowledge on a particular topic which results in evident academic advancement</p> <p><u>Level A+</u> Comply with the same standard for “Level A” and stimulate thinking and researching in academic or professional circles either on a national or international level.</p>
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Definition, Form, Dissemination and Quality Characteristics of Academic Work

2.5 Translation	
Definition	Translations of original literature any discipline-specific texts whose high values are recognized in such as aspect that their translated versions will significantly and empirically contribute to academic advancement. They can be a foreign language to Thai translation, a Thai to foreign language translation or a foreign language to a foreign language translation.
Form	Translations accompanied by an academic analysis or contexts exhibiting how the translations will contribute to academic development and progress, promotion of knowledge or benefits for that particular field of discipline and in what ways.
Dissemination	Disseminated in one of the approved forms with valid proof of the translation having been assessed by a panel of experts specializing in that particular field or related fields (Peer Review) from various institutions as follows:

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	<p>1. Be disseminated in a printed form. 2. Be disseminated in an electronic form i.e., CD-ROM etc.</p> <p>Through either of the abovementioned forms, the dissemination needs to achieve the scale beyond the program's class teaching. In fact, the number of publications can be an indicator of the work's broad dissemination. Nevertheless, other indicators can be incorporated to measure such occurrence.</p> <p>With the consideration process being in progress, if a panel of experts resolves to have the translations revised, given that the revised version is believed to be of a better quality, the revised translation works shall later be submitted to the panel without new dissemination.</p> <p>Should the work does not meet the university-prescribed criteria, revising it by editing or adding additional content in order to be submitted in another round of academic title appointment request <u>can be done</u> under the condition that the revised work is subject to another round of quality assessment.</p>
Quality Characteristics	<p><u>Level B</u> Complete translations of the original works which are accompanied by a translator's preface providing comprehensive information about the works.</p> <p><u>Level B+</u> Comply with the same standard for "Level B" be translated using language style which is also not only refined but also easy to understand</p> <p><u>Level A</u> Comply with the same standard for "Level B+", be presented with an analytical preface demonstrating the translator's knowledge and comprehension of that particular topic and related topics and be broadly disseminated.</p> <p><u>Level A+</u> Comply with the same standard for "Level A", include the translator's additional research in a preface or a footnote as the case may be and be broadly disseminated.</p> <p>For the field of social sciences and humanities, the following characteristics shall be met:</p> <p><u>Level B</u> Be complete translations of the original works which are accompanied by a translator's preface providing</p>

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	<p>comprehensive information about the works, be reflective of understanding of the texts, concepts or original culture and indicative of fine ability to convey meanings.</p> <p><u>Level B+</u> Comply with the same standard for “Level B”, consist of an analysis and an interpretation of both the texts and their contexts in the manner equivalent to that of research and provide academic footnotes deemed appropriate both at on a macro and micro level</p> <p><u>Level A</u> Comply with the same standard for “Level B+”, reflect profound understanding of the texts, concepts or original culture, indicate a very high level of ability to convey meanings, comprise an analysis and an interpretation of the texts and their contexts on an advanced level as commonly found in field expert’s research and be broadly disseminated.</p> <p><u>Level A+</u> Comply with the same standard for “Level A”, present a conclusion of the translation methods and theories which is characterized as an academic breakthrough and be broadly disseminated.</p>
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Definition, Form, Dissemination and Quality Characteristics of Academic Work

2.6 Dictionary, Encyclopedia, Directory and other academic works of the same nature	
Definition	<p>It is a reference providing explanations and information about works or topics or units or other formats which are derived from systematic and academic studies. It projects the recent state-of-the-art progress in that particular field or discipline and systematically compiles indexed words, topics or units. It is authored by one academic incorporating an illustrative preface, rationale, background principles or theories applied as well as the usage direction and one or separate bibliography for each of the subtopics/subunits as well as term indexes if needed.</p>
Form	<p>comprise an academic analysis or context exhibiting how the work will contribute to academic development and progress, promotion of knowledge or benefits for that particular field of discipline and in what ways.</p>

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Dissemination	<p>The work is disseminated in one of the approved manners with proof verifying its quality assessment process having been administered by a panel of experts in that particular field or discipline or related fields (Peer Review) from various institutions.</p> <ol style="list-style-type: none"> 1. Be disseminated in a printed format 2. Be disseminated in an electronic format <p>.</p>
Quality Characteristics	<p><u>Level B</u> Be a reference work providing accurate and up-to-date knowledge and cover the extensive parameter of contents as deemed acceptable in the academic circle.</p> <p><u>Level B+</u> Comply with the same standard for “Level B” and provide information and perspectives illustrating evolution of the vocabulary, topics or sub-units and/ or that particular field or discipline.</p> <p><u>Level A</u> Comply with the same standard for “Level B+”, provide readers or users with a clear guideline activating their critical thinking and/or interest in furthering the study on a particular topic by themselves by including theories and guidelines on the making of the reference works as well as methods for gathering and systematizing the vocabulary system, topics or subtopics of that particular reference work.</p> <p><u>Level A+</u> Comply with the same standard for “Level A” and be broadly disseminated.</p>

Definition, Form, Dissemination and Quality Characteristics of Academic Work

2.7 Creative works of sciences and technology	
Definition	<p>Academic works which involve the invention of tools, labor-saving devices/technologies, the discovery of new species of plants, animals or microorganisms whose special properties are used to produce vaccines, products or other inventions contributing to the economy and society, which are developed from application of body of scientific and technological knowledge through the methodologies accepted in that particular field/ discipline</p>
Form	<p>The creative works along with their printed documents or academic documents demonstrating the particular</p>

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	research’s conceptual framework, the process of research and development, laboratory test results of any properties both the fundamental and special ones, test results generated from the authentic and appropriate settings and the degree of economic or social impacts resulting from their application
Dissemination	<p>Must be disseminated in any of the listed forms and presented together with evidence verifying that the quality assessment procedure has been administered by a distinguished panel of experts in a particular field/discipline or related fields/disciplines (peer reviewer) from various institutions. The evidence shall be in any of the following forms:</p> <ol style="list-style-type: none"> 1. Exhibition, performance, public performance, photograph, sound record, photo and magnetic picture-recording tape 2. Documents: disseminated in a printed or electronic format
Quality Characteristics	<p><u>Level B</u> Exhibit creativity which is grounded in academic knowledge and be academically validated by clear and reliable test results.</p> <p><u>Level B+</u> Comply with the same standard for “Level B”, exhibit creativity which is grounded in profound academic knowledge, be academically validated by clear and reliable test results</p> <p><u>Level A</u> Comply with the same standard for “Level B+”, exhibit creativity which is grounded in profound academic knowledge, be academically validated by clear and reliable test results, and the work is utilized.</p> <p><u>Level A+</u> Comply with the same standard for “Level A”, be highly recognized for the outstanding properties and possess considerable potential to be beneficial, or lead to utilization through new applications or guidelines which will generate a high level of economic and social impact.</p>

Definition, Form, Dissemination and Quality Characteristics of Academic Work

2. 8 Creative works of aesthetics and art	
Definition	

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	A creative work or a set of creative works exhibiting aesthetic value, philosophy, ethics or portraying the society and demonstrating creative ability of the work's creator and being presented with descriptions grounded in the principles facilitating the understanding of the work's meaning and value i.e., creative works in the dimensions of literature, performing art, music, architecture, design, fine art, sculpture and printmaking and other aspects of art.
Form	The creative work along with its full analysis on principles, concepts and/or theoretical ideas as well as processes and/or techniques employed in the making of it and information as well as diagnosis facilitating the interpretation and assessment of aesthetics in cultural, social and economic aspects.
Dissemination	<p>Must be disseminated in one of the listed manners below and presented with proof verifying that the quality assessment procedure has been administered by a panel of experts in that particular field/ discipline or related fields/disciplines (peer reviewer) from various institutions.</p> <ol style="list-style-type: none"> 1. Documents: disseminated in printed or electronic formats 2. Exhibitions, performances, public performances, photographs, sound records, photos and magnetic picture-recording tapes
Quality Characteristics	<p><u>Level B</u> Be the work exhibiting artistic value and the work's author or composer is able to explain the principles and creating processes which can convey the message to an audience well</p> <p><u>Level B+</u> Comply with the same standard for "Level B" and include a reliable analysis of academic concepts, principles and theories.</p> <p><u>Level A</u> Comply with the same standard for "Level B+" and be a creation of body of knowledge as well as a good and beneficial example for that particular academic or professional circle or branch of art on a national level.</p> <p><u>Level A+</u> Comply with the same standard for "Level A" and being the work adding new dimensions of the creation of aesthetics and studies for that particular academic or professional circle or branch of art on an international level.</p>

Definition, Form, Dissemination and Quality Characteristics of Academic Work

2.9 Patent	
Definition	Patent as stated in Patent Act
Form	<p>May vary in forms e.g., in printed or electronic formats</p> <ol style="list-style-type: none"> 1. Be accompanied by an analysis explaining/ giving explicit direction to indicate how and in what way the work has contributed to academic development and progress or consolidated knowledge or offered benefits to that particular field. 2. Have been proved or able to present evidence illustrating the comprehensive details which demonstrate the work's value
Dissemination	Be able to show evidence proving that the patent has been used or widely applied in the related academic or professional circles.
Quality Characteristics	<p><u>Level B</u> Be a registered patent produced through academic processes of research.</p> <p><u>Level B+</u> Comply with the same standard for “Level B”, with proof that the work has been further studied ,developed or cited by others.</p> <p><u>Level A</u> Comply with the same standard for “Level B+”, involves transfer of technology to the users or giving right for the use of the patented invention.</p> <p><u>Level A+</u> Comply with the same standard for “Level A”, be registered on an international level or have proof demonstrating that the work has been contributed to commercial values.</p>

Definition, Form, Dissemination and Quality Characteristics of Academic Work

2.10 Software	
Definition	A computer program, as defined by the copyright law, which is the product of research or new inventions or new body of knowledge associated with tangible principles for

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	<p>explanations as well as the software built on integrated disciplines for the benefit of analyzing of academic data</p> <p>It must be in one of the following forms:</p> <ol style="list-style-type: none"> 1. A project gearing toward software development using a numerical method or an engineering design which directly addresses the design process 2. Works gearing toward engineering, altering and developing the source code in order to maximize the operation system. Still, the abovementioned process has to be significantly carried out. 3. A project involving collection of efficiency data and evaluation to be in compliance with research and technological development with tangible proof demonstrating how application of the information technology and software has improved a system's operation. There must also be the system improvement and need analysis as well as the display of clear outcomes and indicators which can prove that the information technology & software is not only used as a replacement of the old one. However, the obtained results need to be in compliance with the research and development work.
Format	<p>Forms may vary i.e., in printed or electronic formats as follows:</p> <ol style="list-style-type: none"> 1. Provide clear explanations/descriptions of the work i.e., a user manual, clear principles of software operation and functions in detail as an indication of how the software has contributed to academic advancement, or promoted knowledge or how a particular field/discipline or multiple fields/disciplines can derive benefits from it and in what way. 2. Have its value thoroughly verified or be presented with a comprehensive set of evidence of its value
Dissemination	<p>Present proof of the software usage or application on a broad scale in the related academic or professional circles.</p>
Quality Characteristics	<p><u>Level B</u> Be the work produced through accurate, standard and appropriate research methodologies which represents academic progress or feasible application</p> <p><u>Level B+</u> Comply with the same standard for “B” and must be the work exhibiting an analysis and presenting the results as new knowledge which is deeper compared to the preexisting works and be copyrighted.</p>

	<p><u>Level A</u> Comply with the same standard for “B+” and contributing to the academic circle on a broad scale or possess capacity to be widely applied on a national scale.</p> <p><u>Level A+</u> Comply with the same standard for “A” and have been widely cited and used in the related academic or professional circle on an international level.</p>
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Definition, Form, Dissemination and Quality Characteristics of Academic Work

Group 3 Community Service Academic Works

1. Community Service Academic Works	
Definition	<p>Academic works which concretely and empirically contribute to the common good.</p> <p>Works bringing collective benefits to the society must introduce a positive change in any of the/ multiple aspects regarding communities, ways of life, culture and norms, environment, occupations, economies, politics and government, life quality or health or;</p> <p>The work which is registered for a patent or other forms of intellectual property which can tangibly prove that it has capability to alleviate problems or improve a society and provide concrete collective advantages or raise awareness and acknowledgement of problems as well as practical solutions for a society</p>
Format	<p>Must be submitted in a form of a document comprising clear explanations/ descriptions of the work to indicate how it has contributed to the collective benefits of a society, positive change and academic advancement, or promoted knowledge or how a particular field/discipline or multiple fields/disciplines can benefit from it. Also, it can be used as a reference and must comprise the following components:</p> <ul style="list-style-type: none"> <input type="checkbox"/> An analysis of the contexts prior to the intervention <input type="checkbox"/> Participation and acceptance of the target society <input type="checkbox"/> Design/development/concept/ process which introduces positive changes <input type="checkbox"/> Knowledge or expertise employed to produce the change

	<ul style="list-style-type: none"> □ Speculation on the effects after having introduced the change □ Assess the post-intervention outcomes □ Conclude guidelines for maintenance, implementation or improvement <p>However, in addition to the abovementioned proof of documents, additional evidence such as photos, movies or recording tapes or videos, letters confirming profits made or letters of appreciation from a government, private or civil society sector deriving benefits from the work can also be submitted for consideration.</p>
Dissemination	<p>Must be disseminated in a presentation event organized in the studied area or by opening the area for a visit which is widely publicized in the manner corresponding with the work and such publication needs to be documented in a form of document or in writing which can be referenced or further studied.</p>
Quality Characteristics	<p>Level B consist of clear data and information, identification of problems or needs through participation of the target group, government officials or private- sector personnel, a knowledge analysis or synthesis which can help to alleviate or solve the problems, or gain understanding of the situations.</p> <p>Level B+ Comply with the same standard for “Level B” and transfer academic works to the extent creating empirical positive changes or contributing to the development of that particular community, society, government organization or private sector.</p> <p>Level A Comply with the same standard for “Level B+” and possess capability to be employed as the example of solutions or to gain understanding of the situation to the extent creating positive changes or contributing to the development of other societies, government organizations or private sectors, or concretely introducing policy change on a provincial or national level.</p> <p>Level A+ Comply with the same standard for “Level A”, broadly generate impact on a society, gain either national or international recognitions or receive awards from international acceptable organizations i.e., UNESCO, WHO, UNICEF etc.</p> <p>Note For the guidelines on community service academic works, a panel of experts for academic works and academic</p>

	<p>ethics evaluation shall be in charge of the assessment in compliance with the following guidelines:</p> <ol style="list-style-type: none"> 1. Assessment based on documents and relevant evidence submitted 2. Assessment based on other related evidences i.e., interviews with people involved or information from organizations involved etc. 3. Besides the document and evidence assessment in No.1 and No.2, the real setting can also be additionally assessed either by a panel of experts or representative authorized by the committee. <p>However, participation of the target society as well as acceptance is prioritized.</p>
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Definition, Form, Dissemination and Quality Characteristics of Academic Work

Group 4 Textbook, book and academic article

4.1 Textbooks	
Definition	<p>Academic works which are entirely or partially employed for class teaching, derived from theoretical findings, research conducted by the candidate or knowledge obtained through the analysis, synthesis, collection and compilation process.</p> <p>The work must represent the author's concept as a core which is systematically related to the sub-concepts, exhibit unity, relationship and emphasis as required for a good writing style, is written in a standard academic language and presents</p>

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	<p>new knowledge generating a significant impact on a particular field/discipline.</p> <p>Contents must be up-to-date up until the date on which the candidate submits an academic position appointment request.</p> <p>The candidate is required to clearly specify course(s) for which the developed textbooks have been used.</p> <p>Academic works categorized as “textbook” may be developed from a course handout to its fullest extent, done so effectively that the content comprehension does not require attending the lecture of that particular course.</p> <p>In the event that the academic works have been submitted as “course material or course handout”, submitting them as “textbook” is prohibited unless sufficient improvement has been added and conceptually qualified it as a textbook.</p>
Form	<p>Must be in a printed format consisting of a preface, table of contents, content, description or analysis, conclusion, reference, bibliography and word indexes. The cited data sources must be up-to-date and complete. Illustration of the crucial points is clear with an addition of information, diagrams, examples or case studies assisting readers in thoroughly reaching the work’s crux and core.</p>
Dissemination	<p>Must be disseminated in one of the listed formats below and with evidence verifying that the quality assessment procedure has been administered by a distinguished panel of experts in a particular field/ discipline or related fields/disciplines (peer reviewer) from different institutes.</p> <p>Approved manners of dissemination are as follows:</p> <ol style="list-style-type: none"> 1. In printed format or; 2. In electronic format or others i.e., CD-ROM, E-Learning or online learning 3. Published as E-book by an acceptable publisher <p>However, dissemination in any of the abovementioned manners must be on a broader scale the program’s class teaching. While the number of publications be an indicator of the dissemination broadness, other indicators may also be applied.</p> <p>If the assessment result comes out as “not meet the criteria”, the textbooks may be put through the revision and resubmitted in the next round of academic title appointment request. However, the revised textbook shall be subject to another round of quality assessment.</p>
Quality Characteristics	<p>Level B The textbook comprises comprehensive, accurate and contemporary academic content, featuring updated concepts through a clear presentation and proving beneficial for class teaching for a tertiary level education</p>

	<p><u>Level B+</u> Comply with the same standard for “Level B” and must encompass an analysis and presentation of knowledge or methods attuned to academic advancement and proving highly beneficial for the field and insert interesting initiatives and experiences or research works of the candidate, which significantly represents the knowledge deemed valuable for class teaching</p> <p><u>Level A</u> Comply with the same standard for “Level B+”, be polished and comprise integration of the candidate’s academic works, be broadly cited and utilized for class teaching in the academic circle on a national level and be characterized by an advanced level of academic precision and depth.</p> <p><u>Level A+</u> Comply with the same standard for “Level A” and must;</p> <ol style="list-style-type: none"> 1. Be the works of academic breakthroughs, comprising an in-depth synthesis which produces new body of knowledge on a particular topic or puts forward new academic theories under any topics. 2. Be the work stimulating thinking and continuous research which shall be evaluated by its broad citation on an international level. 3. Be the work gaining acceptance and recognition within the related academic or professional circles on a national and/or an international level.
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Definition, Form, Dissemination and Quality Characteristics of Academic Work

4.2 Book	
Definition	Books are academic works derived from a thorough and comprehensive research on a particular topic, comprising an analysis, synthesis and systematic descriptions. The work is harmoniously united by the central concept and related sub-concepts. Its profound contents are expressed through the standard academic language which represents the author’s perspective promoting intellect and consolidate the ground of a particular field and/or discipline. The book’s content does

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	<p>not necessarily have to be associated with or conform to a curriculum or any particular courses in the curriculum, nor is it used for class teaching of any courses.</p> <p>The book's content is up-to-date up until the date on which the candidate submits the academic title appointment request.</p> <p>In the event that the academic works have been submitted as "course material or course handout", <u>submitting them as "book" is prohibited.</u></p>
Form	<p>Must be in a printed form consisting of a preface, a table of contents, contents an analysis, a conclusion, a reference and a bibliography, modern and comprehensive word indexes. Data, diagrams, examples or case studies may be included using one of the following formats.</p> <ol style="list-style-type: none"> 1. Be an authored book or document exhibiting the unity of content grounded in the stable academic basis and demonstrating the author's perspective which promotes intellect, thoughts, and consolidating academic grounds. 2. Be a chapter of academic works or a book chapter of a multi-authored book possessing unity of academic contents which can completely facilitate readers' comprehension in each chapter and also, be the work produced through systematically conducted research processes encompassing an analysis and synthesis of data through the use of standard methodologies which yield a conclusion furthering academic advancement or allowing practical application. A multi-authored chapter shall require clear specification of each of the authors' roles and responsibilities. <p>The number of chapters substituting for 1 book submission is a minimum of 5 chapters with a minimum of 80 pages combined. It is imperative that the content of each of the 5 chapters not resemble with one another and be within the scope of discipline eligible for the candidate's academic title appointment requests. Those chapters may all be from one book or multiple books and quality assessment shall aim for the overall quality.</p>
Dissemination	<p>Must be disseminated in any of the following manners with proof verifying that the quality assessment has been administered by a panel of experts in that particular or related fields/ disciplines (peer review) from various institutions. The acceptable dissemination manners are as follows:</p> <ol style="list-style-type: none"> 1. In printed format or; 2. In electronic format or others i.e., CD-ROM 3. Published as E-book by well-acknowledged publishers

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	<p>However, dissemination in any of the abovementioned manners must be on a broader scale than the program's class teaching. While the number of publications can be one indicator of the dissemination's broadness, other indicators may also be taken into consideration.</p> <p>Should the assessment result come out as "not meet the criteria", the book may be put through revision by editing or adding contents and resubmitted in the next round of academic title appointment request. The candidate shall note that the resubmission automatically requires a new round of quality assessment of the revised book.</p>
Quality Characteristics	<p><u>Level B</u> Must be characterized by accurate, comprehensive academic contents accompanied by applied knowledge and modern concepts as well as clear presentation from which the academic or professional field can benefit.</p> <p><u>Level B+</u> Comply with the same standard for "Level B", feature an analysis and modern knowledge or methods for academic advancement, incorporate initiatives and experiences or academic works of the candidate which significantly represents the knowledge deemed valuable for the academic circle on a national level.</p> <p><u>Level A</u> Comply with the same standard for "Level B+", be polished and inclusive of the body of knowledge derived from the candidate's academic works, be broadly cited in the academic circle on an international level and be characterized by an advanced level of academic precision and depth.</p> <p><u>Level A+</u> Comply with the same standard for "Level A" and must;</p> <ol style="list-style-type: none"> 1. Be the works of academic breakthroughs, comprising an in-depth synthesis which produces new body of knowledge on a particular topic or puts forward new academic theories under any topics. 2. Be the work stimulating thinking and continuous research which shall be evaluated by its broad citation on an international level. 3. Be the work gaining acceptance and recognition within the related academic or professional circles on a national and/or an international level.

Definition, Form, Dissemination and Quality Characteristics of Academic Work

4.3 Academic articles	
Definition	Academic writings characterized by a clear and profound emphasis on a particular topic comprising its analysis derived from extensive reviews of literature to the extent in which a proper conclusion on that topic can be drawn. It may result from integration of knowledge from multiple sources converted to systematic analyzed content sharply representing the author’s academic outlook.
Form	Consist of contents exhibiting the rationale behind or origin of the topic an author aims to elaborate on or analyze, the process of explanation or analysis and conclusion, complete and accurate references and bibliographies
Dissemination	<p>Must be disseminated in one of the following manners with proof of verification of quality assessment administered by a panel of experts in that particular or related field/discipline (peer-reviewers) from various institutions as follows.</p> <ol style="list-style-type: none"> 1. In a form of scholarly articles in academic journals indexed in the university-approved databases. Publication may be done either in printed or electronic formats 2. As parts of an article compilation book in other formats edited and quality –assessed by a distinguished panel specializing in that particular field of discipline (Peer reviewer) <p>In the event that “academic paper” meeting the abovementioned criteria has been disseminated, revising or adding some parts of that academic paper to be submitted for a new round of academic title appointment request and quality reassessment CANNOT be done,</p>
Quality Characteristics	<p><u>Level B</u> Must be characterized by accurate, complete and contemporary academic contents as well as clear concepts and presentation from which the field can benefit.</p> <p><u>Level B+</u> Comply with the same standard for “B”, and feature an analysis and modern knowledge or methods for academic advancement and provide benefits to the academic or professional circles.</p>

	<p><u>Level A</u> Comply with the same standard for “B+”, be broadly cited in databases on a national level and be characterized by an advanced level of academic precision and depth.</p> <p><u>Level A+</u> Comply with the same standard for “A” and must;</p> <ol style="list-style-type: none"> 1. Be the work consisting of a synthesis creation of academic body of knowledge under a particular topic 2. Be the work stimulating thinking and continuous research and having gained acceptance and recognition within the related fields or professions on an international level.
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Attachment to the Walailak University Regulation

Criteria and Method for Appointing Individuals to Academic Titles,

B.E.2563

Dated 23 September 2020

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Attachment sample

In case of completion of a higher degree

Calculation of the required period for which a lecturer shall perform his/her duties in case of completion of a higher degree.

$$\begin{array}{l}
 \text{The remaining period based on} \\
 \text{the previous degree} \\
 \\
 \text{(Month)}
 \end{array}
 = \times
 \begin{array}{l}
 \text{Position-specific qualification based on a} \\
 \text{new degree (year(s))} \\
 \\
 \hline
 \text{Title-specific qualification based on a} \\
 \text{previous degree (year(s))}
 \end{array}$$

Note Please first convert the unit “year” to “month”

Example

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Mr. A, a holder of a bachelor's degree, has taught for 2 years and 6 months. Later. He is granted official permission for study leave, obtains a master's degree and resume his responsibility in the university. Therefore, for how many years is Mr. A required to perform his duties before being eligible to make a request for appointment to an academic title Assistant Professor?

Calculation direction

Position-specific qualification for a bachelor's degree position (6 years)	= 72 months
Position-specific qualification for a master's degree position (4 years)	= 48 months
Mr. A, a holder of a bachelor's degree who has taught for 2 years and 6 months	= 30 months
With the remaining period required for duty under the bachelor's degree	= 72 - 30 = 42 months
After having obtained a master's degree, he needs to teach for another	= $42 \times \frac{4}{6} = 28$ months
Therefore, Mr. A shall have to perform duty under the master's degree for	= 2 years and 4 months

Calculation direction

Those who would like to request for official permission for study leave or trainings both in Thailand and abroad and academic title appointment shall have to make the request before the date on which the leave for study or trainings is approved and only the Normal Method can be use.