IMPA Guidelines for the Interactions Between Thesis Advising Professors and Graduate Students

Passed by Program Meeting on Oct 29th, 2013

Article 1 The purpose of these guidelines is to regulate the interaction between thesis advising professors and their graduate students, and to enhance IMPA students’ research quality and performance.

Article 2 Main advising professors shall meet the following requirements:
1. Full-time faculty in CANR, NCHU at the rank of assistant professor or higher. Assistant professor shall have at least two years experiences in postdoctoral research, or have published one or more papers in peer-reviewed academic journals as first or corresponding author within past five years.
2. Conducted research projects that are approved by NCHU within past three years.

Article 3 Co-Advising professors shall meet the following requirements: qualified at the rank of instructor/assistant research fellow or higher in NCHU or any research institutions, and obtain consent from Program Meeting.

Article 4 Each graduate student shall be advised by no more than three advising professor, and one of the three professors shall serve as the main advising professor. A professor who has collateral blood relations in third rank or has beneficial interest shall not serve as the student’s advising professor.

Article 5 Each advising professor shall not advise more than 6 IMPA students at the same time. However, the limitation is not applicable if a professor has received national research excellence awards or conducted national research projects. In joint advising, the number of advisee is equally divided among all advising professors.

Article 6 If a main advising professor’s IMPA student cannot finish the study on time, or if, within nearest past 10 years, a main advising professor has up to three graduated students whose theses have not been published in a peer-reviewed academic journals within two years upon graduation, the number of new students assigned to the professor may be reduced at the rate of one per academic year.

Article 7 Process of selecting advising professor:
1. Before enrollment, the director will assign a temporary advising professor based on the student’s research interest and requirements mentioned in Article 2 to Article 6 in this guideline.
2. After enrollment, the student has to consult with the assigned advising
professor immediately to discuss research topic and details.

3. Either the assigned advising professor or the student is not satisfied with the arrangement; the student shall inform the program office immediately. The director will assign another advising professor based on the student’s research interest and requirements mentioned in Article 2 to Article 6 above.

4. When an arrangement is confirmed and agreed by both parties, the student shall submit the agreement form from the advising professor with a one-page research plan outline to the program office immediately. Once the form is signed by the director of the program for approval, it will then be submitted to the Division of Registration to be recorded.

Article 8 Process of changing advising professors:

1. When an advising professor actively decides to discontinue advising a student, he/she must submit a statement to the program office stating the reasons. The student has the right to know the reasons and request the program director to investigate the reasons why the professor has ended thesis advisement in order to protect the student’s right and provide necessary assistance.

2. When a student actively decides to discontinue the advisement from an advising professor, student must fill out an application form for changing advising professors and have it signed by the former advising professor, the new advising professor and the program director before submit it to the Division of Registration (not applicable if the advisor is no longer serving at the university).

3. If a student has two or more advising professors, subparagraphs 1 and 2 in this Article are applied to all of the advising professors of that student.

4. If student has not followed these guidelines for changing their advising professors, their degree examination results will not be recognized.

Article 9 The program will hold a meeting at the beginning of the second semester every year for the graduate students to report their research progress, and the program director shall be the chairperson for the meeting. The advising professor shall join the meeting if his/her student is presenting.

Article 10 The guideline shall be implemented after being passed at the Program Meeting, and also applies in the case of any amendments.