

**The Regulation of King Mongkut’s University of Technology Thonburi on  
Employment of Experts, B.E. 2557**

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Expertise and experience are prerequisites for highly specialized duties. King Mongkut’s University of Technology Thonburi therefore recognizes the importance of professionals with expertise in specific fields to perform main duties or play a supportive role in efficiently achieving tasks assigned by the university. This is also to solve the problems of lacking experts due to their retirement, to enhance the university’s academic or professional capacity and to encourage continuous and better performance in different areas of university activities. Hence, the University’s Council enacted King Mongkut’s University of Technology Thonburi’s regulation for the employment of expert professionals.

By virtue of Clause 8 (2), Clause 10 and Clause 19 of King Mongkut’s University of Technology Thonburi’s Regulation of Human Resource, B.E. 2550 and Amendment No. 3, B.E. 2554 and Amendment No. 5, B.E. 2557, the University’s Council has enacted the Regulation of Employment of Experts, B.E. 2557 in its 182<sup>nd</sup> Session on 12 September 2557 B.E. as follows:

Clause 1 This regulation is called the “Regulation of King Mongkut’s University of Technology Thonburi on Employment of Experts, B.E. 2557”.

Clause 2 The “Regulation of King Mongkut’s University of Technology Thonburi on Employment of Experts, B.E. 2542” shall be repealed.

Clause 3 This regulation shall come into force from the day following the date of its publication.

Clause 4 In this regulation,

- “University” means King Mongkut’s University of Technology Thonburi;
- “President” means the president of King Mongkut’s University of Technology Thonburi;
- “HRC” means the Human Resources Committee of King Mongkut’s University of Technology Thonburi;
- “Unit” means faculties, centers, institutes or equivalent;
- “Working Group on Human Resources” means groups working on human resources issues concerning academic staff or staff in other professional fields;
- “Selection Committee” means committees who assess proposals for employment of experts to complete the university’s tasks;
- “Retiree” means an officer or a staff member who has retired from King Mongkut’s University of Technology Thonburi;
- “Expert” means a person who has expertise or specialized skill sets or experience in fields required by the university.

Clause 5 The president of King Mongkut’s University Thonburi shall have charge and control of the execution of this regulation. In case where there is any dispute, or where an interpretation is required, the president shall render determination or decision thereto.

Clause 6 Experts are considered temporary employees under Clause 11 (1) of King Mongkut’s University of Technology Thonburi’s Regulation of Human Resource, B.E. 2550, consisting of the following:

- (1) Retiree;
- (2) Specialist experts;
- (3) Alien experts.

Clause 7 The employment of retiree experts under Clause 6 (1) to continue performing their duty in the university shall not be considered a basic entitlement of employees. When recognized as necessary in order to prevent personnel shortage and

ensure efficient and continuous operation, and having considered an individual's specialized knowledge, experience and outstanding academic capacity, a retiree shall be employed.

Clause 8 The employment under Clause 6 shall be considered in accordance with necessity and duties of a unit and taking into account the continuity of experts' performance within the unit. The employment should yield the best results and aim at in-house personnel development.

Clause 9 The employment of experts under Clause 6 for consultation shall be considered for tasks requiring an individual who possesses a variety of skill sets or knowledge, or an individual who has specialized expertise to provide comments or recommendation to ensure the success of tasks or duties guided by the university's missions or policies.

Clause 10 A qualified expert shall have the qualifications as follows:

- (1) Retiree experts
  - (A) being not more than sixty-five years of age;
  - (B) being retired from the university and having no record of being disciplined for misconduct;
  - (C) being recognized as having a reputation of honesty, morality and integrity;
  - (D) having knowledge and expertise and being recognized academically in an individual's expertise, or having exceptional specialized expertise;
  - (E) having determination and full-time devotion for assigned duties;
  - (F) being healthy;
  - (G) and meeting specifications of other qualifications for experts by units.
- (2) Alien experts
  - (A) being not more than sixty-five years of age;
  - (B) having a doctoral degree with at least two years of teaching or researching experience, or having a master degree with at least five years of teaching or researching experience and/or;

- (C) having knowledge and expertise in teaching, researching or consulting with professional recognition, having expertise in accordance with requirements, or having experience in consultation for at least five years;
- (D) and meeting specifications of other qualifications for experts by units.

Clause 11 Duties of experts are in accordance with the agreement: meeting high quality and reflecting concrete achievement.

Clause 12 Experts shall have one or more duties as follows:

- (1) to teach;
- (2) to conduct research;
- (3) to perform other academic tasks deemed important for the university;
- (4) to perform tasks requiring expertise;
- (5) to provide recommendation and consultation in an individual's expertise, or academic or professional services in accordance with the university's missions or units' policies;

Clause 13 The employment of experts shall proceed in accordance with employment protocols listed in Annex I.

Clause 14 Units wishing to employ experts must submit human resource plans including substitution for retired personnel three years in advance to the committee. Experts providing services under Clause 12 (5) shall be exempted from submitting the plans.

If a unit does not wish to employ retiree experts but it is deemed necessary by the university, the university therefore can propose the employment through the working group of human resources or the president.

Clause 15 The committee consists of the following:

- (1) a dean or a head of division/institute or equivalent (chair person)
- (2) an associate dean for academic affairs or a deputy director or equivalent (committee)
- (3) one to three qualified experts, at least one external (committee)
- (4) an associate dean for administration or a secretary of committee of faculty/division/institute or equivalent (committee and secretary)

The selection committee shall have these following duties:

- (1) to examine human resource plans;
- (2) to examine personnel development plans of units;
- (3) to examine employment of personnel and experts plans to meet goals of the university in accordance with purposes (1) and (2).

After being examined by the selection committee, the plan shall be submitted to the working group on human resources for further examination, and then be submitted to the president for final approval.

Clause 16 The president shall approve the employment of experts with qualifications specified under Clause 10.

Clause 17 In case of employment of experts being more than sixty-five years of age, the president shall approve the employment and notify the HRC.

Clause 18 For the employment of experts who on the first effective working day are not yet sixty-five years of age, the agreement term shall be fixed for the period of not more than three years; otherwise, the contract term can be fixed for not more than two years.

Clause 19 The agreement shall be terminated on:

- (1) completion of agreement term;
- (2) death of expert;
- (3) rescission of the agreement by one party by serving a written notification to the other party at least one month in advance. The president is entitled to withhold the

termination of this contact for not more than ninety days after the expert wishes to terminate this contract if it is deemed necessary for the benefit of the university;

(4) rescission by the university in case of an official physical indicating that the expert is no longer fit to perform tasks;

(5) rescission by the university due to severe breaches of discipline by the expert or abandonment of tasks without appropriate justification.

Clause 20 The performance of experts shall be evaluated once per year in October through the university's performance evaluation system. The committee shall determine criteria used in accordance with the university's personnel evaluation criteria. The experts under Clause 12 (5) shall be exempted from the evaluation; they shall directly report to their supervisor. In case of contract renewal, the evaluation shall take place two months prior to the end of the current contract.

#### Clause 21 Remuneration

(1) Remuneration rates are outlined in Annex II;

(2) Remuneration rates are calculated by amount of tasks, quality and results in accordance with Clause 11;

(3) Remuneration is paid monthly;

(4) For part-time employment, the remuneration shall be calculated in proportion to working time;

(5) Remuneration rate can be lower than the specifications. This shall fall under the consideration of units with consent of experts prior to drafting an official contract;

Clause 22 Alien experts are entitled to claim accommodation allowance, if necessary. The claim shall be only under consideration of a unit specified in the contract. Accommodation allowance rates are outlined in Annex II.

Clause 23 Units employing experts shall be responsible for experts' severance pay.

Clause 24 Working days, leave, benefits, disciplinary issues, disciplinary procedures, contract termination, appeals and complaints of experts are subject to laws, regulations, rules, announcements or other relevant university orders *mutatis mutandis*.

#### Transitory Provision

Clause 25 To ensure continuity, the employment of experts in budget years, B.E. 2558 and 2559 shall be proposed without submission of the three-year human resource plan *mutatis mutandis*. Employment of experts plans shall be proposed in the budget plan 1+2.

Announced on 15<sup>th</sup> September B.E. 2557

signed

(Dr. Thongchat Hongladarom)

The Chairman of King Mongkut's University of Technology Thonburi's Council

## Remarks

King Mongkut's University of Technology Thonburi's Regulation on Employment of Experts, B.E. 2557 was issued to amend King Mongkut's University of Technology Thonburi's Regulation on Employment of Experts, B.E. 2542.



## Annex I

### **The Regulation of King Mongkut's University of Technology Thonburi on Employment of Experts, B.E. 2557**

#### **Procedures for Employment of Experts**

The purpose is to provide procedural guidelines for employment of experts in King Mongkut's University of Technology Thonburi in accordance with The Regulation of King Mongkut's University of Technology Thonburi on Employment of Experts, B.E. 2557.

Month	Procedure	Responsible unit (s)
December	<p>1) Planning Division notifies a unit to draft human resource plans including substitution of human resource plans for employment of personnel (retirees and experts) for the period of three years.</p> <p>2) The unit proposes the human resource plan to the selection committee to further employ experts to perform duties in university units.</p> <p>- The unit can propose remuneration rates to the expert upon receiving approval of remuneration rates from the president or an authorized person.</p>	<p>Planning Division</p> <p>Units</p>

January	<p>3) The selection committee of the unit examines the human resource plans, in-house personnel development plans and employment of experts plans and submits to the working group on human resources.</p> <p>- In case of contract renewal, the unit shall attach performance evaluation of experts with the proposed plans.</p>	Units
March	<p>4) The working group on human resources examines the proposed plans for employment of experts.</p> <p>5) In case of experts with unstated qualifications, the working group on human resources shall notify the human resource committee.</p>	The working group on human resources
April	<p>6) The president approves the employment of experts plans.</p>	The working group on human resources
May	<p>7) The working group on human resources notifies the unit and human resource management</p>	The working group on human resources

	office.	
August	8) In the first employment period, the unit shall notify the human resource management office for preliminary health check-up of experts.	Units
September	9) The unit submits the employment contract of the approved candidate to the human resource management office.	Units

## Annex II

### **The Regulation of King Mongkut's University of Technology Thonburi on Employment of Experts, B.E. 2557**

#### **Monthly salaries of experts**

Salaries (Baht)/ Month 25,000-35,000	Salaries (Baht)/ Month 32,501-37,500	Salaries (Baht)/ Month 35,001-50,000	Salaries (Baht)/ Month 50,000-100,000
One or more of these following duties	One or more of these following duties	One or more of these following duties	One or more of these following duties
1. Teaching at least one assigned academic subject or advanced professional skill as a subject. 2. Supervising at least one student's research study. 3. Providing consultation in academic and students' activities, and conducting at least one advanced research study.	1. Teaching at least one assigned academic subject or advanced professional skill as a subject. 2. Supervising at least one student's research study. 3. Providing consultation in academic and students' activities, and/or conducting advanced research studies or providing academic consultation to	1. Teaching at least one assigned academic subject or advanced professional skill as a subject. 2. Supervising at least one student's research study. 3. Providing consultation in academic and students' activities, and/or conducting advanced research studies or providing academic consultation in	Duties are negotiated individually.

<p>4. Proving service deemed important for the university or completing tasks with specialized expertise.</p> <p>5. Proving academic or professional consultation and recommendation in accordance with the assigned duties.</p>	<p>academic staff in advanced research as one project.</p> <p>4. Proving service deemed important for the university or completing tasks with specialized expertise.</p> <p>5. Proving academic or professional consultation and recommendation in accordance with the assigned duties.</p>	<p>graduate programs to academic staff in advanced research as one project.</p> <p>4. Proving service deemed important for the university or completing tasks with specialized expertise.</p> <p>5. Proving academic or professional consultation and recommendation in accordance with the assigned duties.</p>	
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**For alien experts, the accommodation allowance is paid in a lump sum of not more than 10,000 Baht.**