Guidelines for Recruiting Advisors, Specialists, and Scholars at Academia Sinica

Passed by the Third Council of Academia Sinica on May 15, 2008
Approved by Academia Sinica on June 16, 2008.

I. The Guidelines are specially established in order to recruit accomplished or outstanding domestic and foreign scholars and specialists to participate in important research, management work, or academic development plans at Academia Sinica.

II. Recruited people and their qualifications
Domestic and foreign scholars with special accomplishments in industry, government, academia, and research may, without regard to nationality, be invited. The ranks of the recruited scholars and specialists shall be in accordance with the five ranks as determined by the Legislative Yuan and the National Science Council as Distinguished Invited Chair, Professor, Associate Professor, Assistant professor, and Visiting Specialist. In addition to the necessary qualifications and credentials required, they must comply individually with each of the following regulations:

1. Distinguished Invited Chairs: Must be in compliance with one of the following criteria:
   i. He or she must be a professor at a well-known university at home or abroad, and have had reputed publications within the last five years.
   ii. He or she must be an internationally renowned specialist or scholar with prominent academia stature.
   iii. He or she must have achieved special accomplishments in applied science or technology and have been involved in the same type of quality work for many years.
2. Professors: Must be a professor or be a well-qualified specialist or scholar.
3. Associate Professors: Must be an associate professor or be a well-qualified specialist or scholar.
4. Assistant Professor: Must be an assistant professor at a university or an assistant researcher at a research institute, and within the past three years have published on a valuable research results.
5. Visiting Specialist: Must comply with one of the following criteria:
   i. After receiving the PhD degree, he or she must have continued practicing in a specialized profession, or participated in research work in a research institute, or have been involved in technological research and development and in management work in a technological institute for four year or more with an outstanding
record of accomplishments.

ii. He or she does not have a PhD, but has unique talents rarely seen domestically or abroad in conducting research and development and management in technological institutes.

III. Application materials

Applicants should include and submit (a) minutes of the research institute/preparatory office/research center or Recruitment Evaluation Committee of Central Administration Office, (b) recruitment explanations, (c) work plan, (d) documents regarding academic qualifications and work experience (photocopies), (e) curriculum vitae and representative published works, and (f) other documents which will aid in the selection process. All of these should be sent to the Academia Sinica for consideration two months prior to the beginning of expected recruitment.

If applicants are personnel with current positions in public or private institutes or schools, they must obtain the approval of the institutes or schools in which they serve and must include supporting documentation to this effect.

IV. Evaluation procedures

Prior to the recruitment or reappointment of all ranks of advisors, specialists, and scholars. The council of the institute/preparatory office/research center or Recruitment Evaluation Committee of Central Administration Office should proceed through a preliminary evaluation to determine the recruitment periods and work remuneration to be paid.

The Recruitment Evaluation Committee of Central Administration Office consists of heads of relevant offices under the Central Administration Office (including directors of Accounting Office, Ethics Office, and Personnel Office) and the Executive Secretary of the Central Academic Advisory Committee. The Director General of the Central Administration Office serves as the convener.

To facilitate the operation of the final evaluation process, Academia Sinica may constitute an evaluative group composed of three divisions: mathematical sciences, life sciences, and humanities and social sciences. After the evaluations of this group have passed, they shall be submitted to the President of the Academia Sinica for final approval and the making of offers and appointments.

V. Term of Employment

The term of employment is limited to two years. When the term of employment is due, a reappointment can be made depending on research results achieved and the
needs of individual institute (preparatory office), research center, or Central Administration Office.

VI. Work compensation and budgetary expenditures

The recruited personnel as outlined in these guidelines shall be paid in accordance with the standard salary ranges established by Academia Sinica.

If the recruited personnel are or had been employed as domestic government employees or staff members of public schools, their remunerations are subject to relevant regulations set forth by the government.

If the recruited personnel are currently employed or serving as visiting personnel in private domestic institutes or schools and are about to be employed concurrently at the Academia Sinica, the standards for their pay must be in accordance with their participating in, and contributions to, the research of the Academia Sinica as well as the conditions of their daily duties. These pay standards shall be separately determined by contract between the Academia Sinica and the private institutes(s) concerned.

Expenditures required for the recruitment shall be provided for by the relevant budgets of the Academia Sinica and the research institutes, in principle with each assuming fifty percent of the expenditures.

VII. If the recruited personnel, for special reasons, need to leave Taiwan temporarily (such as going abroad for meetings, investigations, or implementing research plans), they should obtain the approval of the unit that employed them. The number of days they spend abroad should not total more than three weeks (not including holidays). Those personnel whose terms of employment are less than one year shall also have their time abroad calculated proportionally. Personnel who spend more than three weeks outside Taiwan should have their work pay deducted proportionally by their work units. However, those with special work conditions who truly need to remain outside of Taiwan for more than three weeks must first obtain the approval of their work units, and a report to this effect should be made to the Academia Sinica for reference.

VIII. Once recruitments have been evaluated and approved, any changes in time of employment or other modifications must be reported to the Academia Sinica for approval and reference.

IX. If during these terms of employment, the advisors, specialists, or scholars achieve
research results which have implications for intellectual property rights, a contract shall be set to determine the ownership of said research results, their applications, and other related matters. All of this shall also comply with the relevant regulations in managing the development of research results at Academia Sinica.

X. These guidelines shall be implemented after passage by the Council of Academia Sinica and approval by the President of the Academia Sinica. The same applies to revisions hereto.