

The Organization Regulations of the Research Institutes of Academia Sinica

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Article 1

The Organization Regulations of the Research Institutes of Academia Sinica (below abbreviated as these regulations) are enacted in accordance with Paragraph 1 of Article 13 of the Organization Act of Academia Sinica.

Article 2

The research institutes and preparatory offices of Academia Sinica shall be established according to the following procedures:

2.1 After the Council of Academia Sinica deliberates and approves the plan for the establishment of research institutes, the President of Academia Sinica shall recommend the establishment of the institutes (preparatory offices) to the President of the Republic of China for approval.

2.2 The President of Academia Sinica shall appoint the director of each research institute (preparatory office). The President of Academia Sinica shall also select and appoint experts from within and outside of Academia Sinica to establish an Academic

Advisory Committee for each institute (preparatory office).

2.3 When the Academic Advisory Committee considers the relevant preparatory office to have undergone sufficient preparation and completed plans for the establishment of an institute, the Academic Advisory Committee shall submit the case to the Council of Academia Sinica for evaluation and approval. Thereafter, the President of Academia Sinica shall recommend the establishment of the research institute to the President of the Republic of China for approval.

Article 3

Each research institute shall have one director. The President of Academia Sinica shall commission the Academic Advisory Committee of each institute or a specially-appointed team to recommend two to four candidates to serve as director. The director shall be appointed after the President of Academia Sinica consults the assistant research fellows, associate research fellows, research fellows, and distinguished research fellows of the institute. The director is responsible for coordinating the administrative and academic affairs of the institute.

The director must serve as a distinguished research fellow or full-time research fellow at the institute.

The term of office for the director of each institute is three years. In principle, the director may be reappointed for one more term thereafter. If necessary for reasons of academic development, the President of Academia Sinica may commission the Academic Advisory Committee or a specially-appointed employment team to provide advice on the suitability of the director for a third term. After approval by the President of Academia Sinica, the director may serve a third term.

Each research institute may, according to needs, have one or two deputy directors. The director of the institute shall recommend one or two research fellows to serve as deputy directors from among the full-time research fellows or associate research fellows of the institute. The deputy director(s) shall then be appointed by the President of Academia Sinica. The term of office of the deputy director(s) may not exceed that of the director. Each preparatory office shall have one director. The qualifications of the director shall be subject, *mutatis mutandis*, to the provisions of Paragraph 2. The director's term of office shall be subject, *mutatis mutandis*, to the provisions of Paragraph 3.

Each preparatory office may, according to needs, have one to two deputy directors. The qualifications and term of office of the deputy director(s) shall be subject, *mutatis*

mutandis, to the provisions of Paragraph 4.

Article 4

In accordance with Paragraph 2 of Article 14 of the Organization Act of Academia Sinica, each research institute (preparatory office) shall have assistants, research assistants, assistant research fellows, associate research fellows, and research fellows. In accordance with Paragraph 1 of Article 15 of the Organization Act of Academia Sinica, each research institute (preparatory office) may also have distinguished research fellows. The qualifications of research fellows of all ranks shall be in accordance with the provisions stipulated in these regulations.

The Employment Review Guidelines for the initial employment, renewed employment, promotion or distinguished employment of research fellows shall be stipulated by the General Assembly of Academia Sinica.

In accordance with Paragraph 2 of Article 18 of the Organization Act of Academia Sinica, each research institute (preparatory office) shall have research technicians, assistant research specialists, associate research specialists and senior research specialists. The qualifications and employment review procedures for research specialists of all ranks shall be stipulated by the General Assembly of Academia Sinica.

Article 5

Assistants shall have one of the following qualifications:

- 5.1 Have graduated in a related discipline from a university or independent academy, with outstanding achievements.
- 5.2 Have graduated from a 3-year vocational school in a related discipline, and have pursued at least 2 years of research work in a related field, with outstanding achievements, or have graduated from a 2-year or 5-year vocational school in a related discipline and have pursued at least three years of research work in a related field, with outstanding achievements.

Article 6

Research assistants shall have one of the following qualifications:

- 6.1 Have served as an assistant at Academia Sinica for at least three years, with good achievements;
- 6.2 Have obtained a MA degree from a national university, private university or independent academy registered by the Ministry of Education; or have obtained a MA degree from a foreign university or independent academy recognized by Academia

Sinica; or have obtained a Bachelor of Medicine from a domestic national or private university or medical school. Candidates shall show outstanding achievements.

6.3 Have served as a lecturer or teaching assistant for at least three years while pursuing research work at a national university, private university or independent academy registered by the Ministry of Education, or at a foreign university or foreign independent academy recognized by Academia Sinica. Candidates shall show good achievements.

6.4 Have graduated from a national university, private university or independent academy registered by the Ministry of Education or from a foreign university or independent academy recognized by Academia Sinica. After graduation, the candidate shall have pursued research work for at least three years at a foreign or domestic research institution recognized by Academia Sinica, with good achievements.

Article 7

Assistant research fellows shall have one of the following qualifications:

7.1 Have served as a research assistant at Academia Sinica for at least 4 years upon graduation from a university or independent academy in a related discipline, with good achievements.

7.2 Have obtained a Ph.D. degree from a national university, private university or independent academy registered by the Ministry of Education or from a foreign university or independent academy recognized by Academia Sinica. The candidate shall show outstanding achievements.

7.3 Have served as an assistant professor for at least 2 years or a lecturer for at least 4 years at a national university, private university or independent academy registered by the Ministry of Education; or have served as an assistant professor at a foreign university or independent academy recognized by Academia Sinica. Candidates shall also have pursued research work during this period, with good achievements.

7.4 Have obtained a MA degree from a national university, private university or independent academy registered by the Ministry of Education or from a foreign university or independent academy recognized by Academia Sinica. Thereafter, candidates shall have pursued research work for at least four years at a foreign or domestic research institution recognized by Academia Sinica, with good achievements. (Graduates holding a Bachelor of Medicine degree shall have pursued research work for at least three years at a foreign or domestic research institution recognized by Academia Sinica, with good achievements.

Article 8

Associate research fellows shall have one of the following qualifications:

8.1 Have served as an assistant research fellow of Academia Sinica for at least three

years, with important achievements.

8.2 Have served as an associate professor for at least three years at a national university, private university or independent academy registered by the Ministry of Education; or have served as an associate professor or assistant professor for at least three years at a foreign university or independent academy recognized by Academia Sinica. Candidates shall have pursued research work, with important achievements.

8.3 Have obtained a Ph.D. degree from a national university, private university, or independent academy registered by the Ministry of Education or from a foreign university or independent academy recognized by Academia Sinica. Thereafter, candidates shall have pursued research work for at least three years at a foreign or domestic research institution recognized by Academia Sinica, with important achievements. (Graduates holding a Bachelor of Medicine degree shall have pursued research work for at least 6 years at a foreign or domestic research institution recognized by Academia Sinica, with important achievements.)

Article 9

Research fellows shall possess one of the following qualifications:

9.1 Have served as an associate research fellow of Academia Sinica for at least three years and have made important contributions to academic scholarship;

9.2 Have served as a professor for at least three years at a national university, private university, or independent academy registered by the Ministry of Education; or have served as a professor or associate professor for at least three years at a foreign university or independent academy recognized by Academia Sinica. Candidates shall have pursued research work and made important contributions to academic scholarship.

9.3 Have received a Ph.D. degree from a national university, private university or independent academy registered by the Ministry of Education or from a foreign university or independent academy recognized by Academia Sinica. Thereafter, the candidate shall have pursued research work for at least 6 years at a foreign or domestic research institution recognized by Academia Sinica, with important contributions. (Graduates holding a Bachelor of Medicine degree shall have pursued research work for at least nine years at a foreign or domestic research institution recognized by Academia Sinica, with important contributions.)

Article 10

Distinguished research fellows shall have one of the following qualifications:

10.1 Have served as a research fellow of Academia Sinica for at least three years, with superior achievements and outstanding contributions recognized by international and

domestic academic circles.

10.2 Have served as a professor (or equivalent position) for at least three years at a foreign or domestic research institution or university (including independent academy) recognized by Academia Sinica with important academic contributions and outstanding achievements, recognized by foreign and domestic academic circles.

10.3 Candidates who are Academicians of Academia Sinica.

Article 11

The employment evaluation procedures of all candidates without the qualifications stipulated in Article 7, 8, 9 or 10 but who have made special contributions to academic scholarship and who are qualified to serve as assistant research fellow, associate research fellow, research fellow or distinguished research fellow shall be implemented according to the regulations specified in the Employment Review Guidelines.

Article 12

When necessary, each research institute (preparatory office) may employ adjunct associate research fellows, adjunct research fellows or corresponding research fellows. The qualifications of adjunct associate research fellows shall accord with the provisions of Article 8. The qualifications of adjunct research fellows shall accord with the provisions of Article 9. Corresponding research fellows shall be Academicians of Academia Sinica or have obtained honors of equivalent caliber.

Article 13

The terms of employment of research fellows of Academia Sinica are stipulated as follows:

13.1 The term of employment for assistants and research assistants is two years each time. Six months prior to the completion of their term of employment, the General Assembly of the research institutes (preparatory offices) shall decide upon re-employment for another term, to be approved by the President of Academia Sinica. When necessary, re-employment shall only be granted after approval through a review procedure by the General Assembly of the research institute (preparatory office).

13.2 The initial term of employment for assistant research fellows is five years. Those who have passed the employment review procedures carried out before the completion of their initial term of employment shall be re-employed for a term of three years. Those who were unable to be promoted before the completion of the term of employment shall not be granted re-employment. Candidates under review for

promotion to associate research fellows with particularly outstanding review outcome may be given tenured appointment of up to 65 years of age upon recommendation by the director and approval by the President of Academia Sinica. When assistant research fellows who have been newly appointed since August 1, 2012 pass the employment review procedures to obtain a promotion will also receive tenured appointment of up to 65 years of age.

13.3 The initial and second terms of employment for associate research fellows are five years each. The third term of employment and each term thereafter is 3 years. Review procedures for re-employment shall be carried out according to the Employment Review Guidelines prior to the completion of each term of employment. However, exceptionally qualified candidates for initial or renewed employment with outstanding review outcome or those who have already obtained tenured appointment at another academic research institution may be recommended by the director to the President of Academia Sinica for tenured appointment until age 65. Associate research fellows who have been newly appointed since August 1, 2012 shall pass the employment review procedures to obtain a promotion or tenured appointment within 5 years of the first term of employment. Those who pass the employment review procedures will obtain tenured appointment of up to 65 years of age. Those who are unable to pass the employment review procedures shall not be granted re-employment.

13.4 The term of employment of research fellows of Academia Sinica is until 65 years of age.

13.5 The term of employment of distinguished research fellows is until 65 years of age.

13.6 In accordance with the provisions of the Employment Review Guidelines, Academicians of Academia Sinica of age 65 may be newly employed as distinguished research fellows until 70 years of age.

13.7 In accordance with the provisions of the Employment Review Guidelines, scholars who have received world-class academic honors may be newly employed as distinguished research fellow. In this case, there is no specified age limit; the term of employment shall be proposed by the President of Academia Sinica to the General Assembly of Academia Sinica to be decided by the latter. A reference table of world-class academic honors shall be established separately by the General Assembly of

Academia Sinica.

If there any situation such as application for extended sick leave due to critical illness or application for the position retained without pay due to child-care, parent-care or illness occurs before the expiration of 8-year limit when the assistant research fellows mentioned in 13.2 shall obtain a promotion, or before the expiration of 5-year limit when the associate research fellows who have been newly appointed since August 1, 2012 mentioned in 13.3 shall obtain a promotion or tenured appointment, those research fellows may receive an extension of term of employment after the certified documents submitted are approved by the General Assembly of the research institutes (preparatory offices) and Academia Sinica; When a childbirth takes place, those research fellows may receive an extension of term of employment after the certified documents sent directly to the Director of the research institutes (preparatory offices) for approval and submitted to Academia Sinica for reference; The extension of term of employment for childbirth, extended sick leave and the position retained without pay due to illness is up to one year each time; The extension of term of employment for the position retained without pay due to child-care, parent-care is up to two years each time; With the exception of childbirth, extended sick leave and the position retained without pay due to illness, the position retained without pay due to child-care and parent-care may be extended for another one year for the same reason if it is necessary.

If the research fellows mentioned in 13.1 to 13.3 fail to receive renewed employment or relinquish their opportunity for renewed employment or promotion on their own accord, or the assistant research fellows undergo review but fail to be granted promotion before the expiration of their term of employment mentioned in 13.2 and the extension of their term of employment mentioned in the previous paragraph, or the associate research fellows who have been newly appointed since August 1, 2012 mentioned in 13.3 fail to obtain a promotion or tenured appointment within 5 years of the first term of employment or before the expiration of the extension of their term of employment mentioned in the previous paragraph, they may apply to extend their term of employment for one year or apply for severance. During this extended period of appointment, the research fellow shall not apply for renewed employment, promotion or tenured appointment. After the expiration of the extended period of employment, the research fellow shall not apply for severance.

Article 14

The term of employment for research fellows, distinguished research fellows and senior research specialists of Academia Sinica is until 65 years of age. Thereafter, the term of

employment may be extended for one year at a time, according to the regulations.

Article 15

The qualifications for promotion of research fellows are limited to those stipulated in Article 6.1, Article 7.1, Article 8.1 and Article 9.1. The years of service as professor or researcher at foreign and domestic research institutions or universities recognized by Academia Sinica shall be calculated.

Assistant research fellows or associate research fellows with excellent achievements who have not completed the fixed number of years stipulated in Article 8.1 or 9.1 may request to apply for promotion according to the Employment Review Guidelines. In this case, candidates are not restricted to the fixed number of years stipulated in Article 8.1 or 9.1.

Article 16

The renewed appointment cases and promotion cases of research fellows may, when necessary, be combined, according to the provisions stipulated in the Employment Review Guidelines.

Article 17

Employment contracts shall be given to research fellows three months prior to the start of each term of employment. When terminating a contract, Academia Sinica shall notify research fellows six months prior to the completion of the term of employment at the latest.

Article 18

Each research institute (preparatory office) may, when necessary, establish a building for the collection and storage of books, storage and archiving of national archives, as well as the exhibition of historical artifacts and specimen samples. The institute (preparatory office) director shall recommend one individual to serve as curator (adjunct position) from among full-time research fellows, associate research fellows, or other suitable candidates, to be appointed by the President of Academia Sinica.

Each research institute (preparatory office) may, when necessary, establish a computing room to assist research work and coordinate information technology needs. The institute (preparatory office) director shall recommend one individual to serve as head of the computing room (adjunct position) to be appointed by the President of Academia Sinica.

For research development needs, Academia Sinica may establish technical centers or research stations outside of the campus. The institute (preparatory office) or center shall recommend a suitable individual to serve as head (adjunct position) of the technical centers or research stations, to be appointed by the President of Academia Sinica.

The establishment of libraries, museums, archives, specimen exhibition halls, computing rooms, technical centers and research stations shall be ratified by the General Assembly of Academia Sinica and approved by the President of Academia Sinica.

Article 19

In order to manage administrative affairs and technology-related work, each research institute (preparatory office) may employ system analysts, system coordinators, system designers, executive officers, technical specialists, analysts, coordinators, designers, assistants, assistant curators, technicians, assistant system designers, assistant system coordinators, assistant technicians, senior clerks and associate clerks.

Current employees employed by Academia Sinica according to the Employment Management Rules without qualifications for civil servant may occupy the job vacancy of associate clerk until leaving office.

Article 20 (Deletion)

Article 21

Each research institute shall establish a General Assembly which shall be convened and composed as follows:

- 21.1 The General Assembly is composed of the director, deputy director(s), distinguished research fellows, full-time research fellows, full-time associate research fellows and assistant research fellows. When necessary, the director may notify adjunct research fellows, adjunct associate research fellows and others to attend the General Assembly as non-voting delegates.
- 21.2 The General Assembly is convened at least bimonthly by the director. If one-third or more of those required to attend the General Assembly recommend convening a General Assembly meeting, the director may convene a General Assembly meeting.

Each preparatory office of Academia Sinica shall establish a General Assembly, which shall be composed and convened according to Article 21.

Article 22

The functions of the General Assembly are as follows:

- 22.1 Deliberate the budget estimate of the institute;
- 22.2 Deliberate rules and regulations of the institute;
- 22.3 Deliberate work plans of the institute;
- 22.4 Review the educational background, publications or research achievements of initial employment and renewed employment cases of research fellows;
- 22.5 Review the publications or research achievements of research fellows planning to be promoted or alter appointment;
- 22.6 Negotiate the terms of agreements between the institute and foreign or domestic academic institutions;
- 22.7 Deliberate and implement tasks as instructed by the President of Academia Sinica and the director of the institute.

The General Assembly of each preparatory office shall be subject, *mutatis mutandis*, to the regulations stipulated in Article 22, after receiving authorization by the Academic Advisory Committee.

Article 23

The General Assembly of each institute shall abide by the following regulations in reviewing the employment cases:

- 23.1 When discussing initial employment cases of research fellows, all assistant research fellows or above may participate in discussion, regardless of the rank of the candidate. However, when voting, all research fellows whose ranks are below those of the candidates under review shall abstain from voting.
- 23.2 When discussing or voting on the renewed employment cases of research fellows, all research fellows of or below the rank of the candidate under review shall abstain.
- 23.3 When discussing or voting on the promotion cases of research fellows, all research fellows below the rank of the candidate under review shall abstain. However, when discussing or voting on the promotion cases of assistant research fellows who have been newly appointed since August 1, 2012, the associate research fellows who did not receive tenured appointment shall also abstain.
- 23.4 When discussing or voting on the tenured appointment cases of associate research fellows (including the tenured appointment cases submitted separately by associate research fellows who have been newly appointed since August 1, 2012), all research fellows of or below the rank of the candidate under review shall abstain.

23.5 When discussing and recommending candidates for distinguished research fellow, the candidate under review and all associate research fellows and assistant research fellows shall abstain.

The preparatory offices that comply with the conditions below, the General Assembly may carry out the employment review procedures according to the regulations stipulated in Article 23:

- a) When there are 7 or more distinguished research fellows or research fellows, the initial employment cases, renewed employment cases, promotion cases and tenured appointment cases of research fellows of all ranks may be reviewed.
- b) When there are 7 associate research fellows or above, the initial employment cases of all associate research fellows or below as well as the renewed employment cases and promotion cases of assistant research fellows or below may be reviewed. However, when reviewing the promotion cases of assistant research fellows who have been newly appointed since August 1, 2011, the associate research fellows who did not receive tenured appointment shall not be included in the number of 7 research fellows.
- c) When there are 7 assistant research fellows or above, the initial employment cases of assistant research fellows or below may be reviewed.

The initial employment cases, renewed employment cases, promotion cases and tenured appointment cases of research fellows of all ranks shall be reviewed only when there are 7 or more research fellows with the right to vote on employment review cases of research fellows of all ranks in the research institute (including adjunct research fellows with the right to vote on personnel cases). When the total number of research fellows and distinguished research fellows is less than 7, the employment cases mentioned above shall be submitted to the General Assembly for discussion and thereafter, be submitted to the Academic Advisory Committee for review.

The way of participation (including the right to vote on various affairs) of joint appointment research fellows at the General Assembly shall be deliberated by the research institute and submitted to the President of Academia Sinica for approval.

Article 24

Each research institute (preparatory office) shall cooperate to deliberate and implement research projects of related nature.

Article 25

In order to enhance administrative efficiency, the director of each institute (preparatory office) may select full-time research fellows or other suitable candidates to establish separate committees to manage the following affairs:

- 25.1 The purchase and management of books, journals, and instruments;
- 25.2 The planning of academic conferences, seminars, or lectures;
- 25.3 The repair and maintenance of the premises of the research institute (preparatory office);
- 25.4 Affairs related to the financial management of the research institute (preparatory office);
- 25.5 Implementation of other affairs as instructed by the director of the research institute (preparatory office).

Article 26

The ranks of positions and ranks of research grants of research fellows and research specialists of each institute (preparatory office) shall be stipulated separately by Academia Sinica. The relevant regulations cover public school teachers shall apply to their retirement, severance and indemnity.

The official rank, grade, and prescribed number of personnel of each professional position of each institute (preparatory office) shall be established in a separate table.

The official rank and grade of each professional position mentioned in these Organization Regulations shall be in accordance with the provisions of the Table of Grading of Positions.

Article 27

These regulations (including the supplementary provisions) and the amendments thereof shall be approved by the Council of Academia Sinica and shall take effect as of the date of their promulgation by the President of Academia Sinica.

Supplementary Provisions

Article 1

With the exception of the regulations in the supplementary provisions, the above regulations on the initial employment, renewed employment, terms of employment, promotion of research fellows and employment as distinguished research fellow all apply as of the date of their amendment and promulgation.

Article 2

The renewed employment and term of employment of research fellows employed before the amendment of these Organization Regulations shall be handled according to the following provisions:

- 2.1 Those employed before February 26, 1986:
- a) Research assistants: The provisions before the amendment of these regulations on February 26, 1986 shall still apply. (The renewed employment and term of employment is one year for the first time; two years each for the second and third time; three years each for the fourth time and every term of employment thereafter.)
 - b) Associate research fellows: The provisions before the amendment of these regulations on February 26, 1986 shall still apply. (The renewed employment and period of employment is one year for the first time, two years each for the second and third time; three years each for the fourth time and every term of employment thereafter.)
- 2.2 After the completion of the term of employment, the cases of research assistants employed between February 26, 1986 and April 11, 1990 shall be handled according to Article 13.1 of these Organization Regulations concerning research assistants.
- 2.3 After the completion of the term of employment, the cases of assistants and research assistants employed between April 11, 1990 and August 7, 1992 shall be handled according to Article 13.1 of these regulations. For the renewed employment cases and term of employment of assistant research fellows employed during the same period of time, the regulations promulgated before August 7, 1992 still apply. The term of employment for those individuals whose renewed employment cases have passed according to these regulations is three years. Thereafter, before the completion of each three year term, the case shall be submitted to the General Assembly which shall pass a resolution. When necessary, the cases may, after proposal by the General Assembly or the Academic Advisory Committee, be reviewed according to the Employment Review Guidelines. Only after the case has been approved may renewed employment be granted.
- 2.4 The term of employment for associate research fellows employed before May 18, 2005 with 2nd three-year employment contracts shall be extended for two years. The term of employment for research fellows with initial five-year employment contracts shall be extended to 65 years of age.

Article 3

Research assistants employed before the amendment and promulgation of the Organization Act of Academia Sinica on January 24, 1990 who have not interrupted their work and who shall undergo review for promotion may apply for promotion to associate research fellow, in accordance with regulations on qualifications and rank at the time of employment.

Article 4

The provisions on promotion stipulated in these Organization Regulations shall apply to all individuals under review for promotion, with the exception of those whose conditions accord with the preceding articles.

Article 5

The renewed employment cases and term of employment upon promotion of the research fellows employed before the amendment of these Organization Regulations (including those employed before its amendment on February 26, 1986) shall be subject to the provisions stipulated in Article 13 of these Organization Regulations.

Article 6

“Above” or “below” in these Organization Regulations also includes the number or rank itself.

Note: The Chinese text of these Regulations shall be deemed the original. In the event of any dispute or misunderstanding as to the interpretation of the language or terms of these Regulations, the Chinese language version shall control.