

# **Guidelines for the Review of Initial Employment, Renewed Employment, Promotion or Distinguished Employment of Research Fellows at Academia Sinica**

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## **Chapter 1. General Principles**

1. To improve academic research quality, and to protect the work rights of research fellows at Academia Sinica, the Guidelines for the Review of Initial Employment, Renewed Employment, Promotion or Distinguished Employment of Research Fellows at Academia Sinica (henceforth, “Guidelines”) are enacted in accordance with Paragraph 2 of Article 14 and Article 15 of the Organization Act of Academia Sinica and Articles 4, 11, 13, 16, 23, and 26 of the Organization Regulations of the Research Institutes at Academia Sinica.
2. These Guidelines shall apply to the initial employment, renewed employment, promotion, tenured employment and distinguished employment of full-time research fellows at Academia Sinica.  
The cases of concurrently employed or jointly employed fellows transferring to full-time employed fellows receiving remuneration from Academia Sinica shall be processed as cases of initial employment. The promotion and renewed employment of all ranks of research fellows who receive appointment at various times pursuant to Article 13 and the supplementary provisions of the Organization Regulations of the Research Institutes at Academia Sinica shall be done according to regulations.
3. In order for each research institute, research institute preparatory office (henceforth, “institute (preparatory office)”) or research center to handle the review matters stipulated in these Guidelines, the Council or the Academic Advisory Committee of each institute (preparatory office) and research center shall establish an Employment Review Committee to conduct the initial review.  
Each Employment Review Committee is to be composed of 5 to 9 members, including one convener. The members and the convener are determined by the Council or the Academic Advisory Committee of each institute (preparatory office) and research center.
4. In order for Academia Sinica to review the personnel review matters stipulated in the Guidelines submitted by each research institute (preparatory office) or research center, the Divisional Appointment and Promotion Committees for the divisions of “mathematics and physical sciences,” “life sciences,” and “humanities and social sciences” shall be established.  
The director of each institute (preparatory office) or research center shall recommend two to three

candidates, and the President of Academia Sinica shall approve nine to 15 candidates from among the recommended candidates to serve as committee members, including one from the Central Academic Advisory Committee. A maximum of two members shall be research fellows or the equivalent rank from the other two divisions. The convener and the deputy convener of each division shall be elected by the members. The member list of each Divisional Appointment and Promotion Committee shall not be disclosed.

The term for members of the Divisional Appointment and Promotion Committee is two years, and members may be reappointed for one more term. Committee members of the Divisional Appointment and Promotion Committee are not paid. When appropriate, however, a review fee may be paid.

The President of Academia Sinica may appoint one Vice President to coordinate the operations of each Divisional Appointment and Promotion Committee.

When a Divisional Appointment and Promotion Committee meets, the Vice President of the division may attend the meeting to provide explanations if necessary.

5. In order for Academia Sinica to review a re-deliberation of initial employment, an appeal of Promotion, tenured employment, or the candidacy of distinguished fellows as stipulated in these Guidelines, a General Appointment and Promotion Committee shall be established.

The General Appointment and Promotion Committee is composed of 16 members. The President of Academia Sinica shall appoint one Vice President to serve as committee member and convener. Five Academicians or distinguished fellows from each of the three divisions shall be appointed by the President of Academia Sinica as the other committee members.

When the General Appointment and Promotion Committee holds meetings, the members from the Central Academic Advisory Committee shall be invited to attend and express their opinions.

The term for members of the General Appointment and Promotion Committee is two years, and members may be reappointed for one more term. Committee members of the General Appointment and Promotion Committee are not paid. When appropriate, however, a review fee may be paid.

6. The cases of initial employment, renewed employment, promotion and tenured employment of research fellows shall be reviewed for research originality, exactitude, and achievements (including patents and technology transfers).

When reviewing cases of renewed employment for assistant research fellows before the completion of the first term of employment, the research institute (preparatory office) or research center shall provide suggestions and assistance on research directions and achievements when it is necessary. Candidates who are ineligible for the position, however, will have their renewed employment application denied.

The candidate's service achievements within and outside of Academia Sinica may also be reviewed, including the contributions to public affairs at the research institute (preparatory office) or research center and in Academia Sinica, academic and professional service within and outside of Academia Sinica such as academic compilation and translation, thesis advising, conference participation and other professional lectures or policy recommendations.

The focal points of review for cases of distinguished employment shall be research achievements and academic leadership.

## **Chapter 2. Review of Research Institute (Preparatory Office) or Research Center**

7. Cases of initial employment shall be handled by each institute (preparatory office) or research center pursuant to the Guidelines after recruiting the talent publicly.

Regarding cases of renewed employment, Academia Sinica shall inform the relevant institute (preparatory office) or research center in writing, one year before the expiration of the term of employment, to renew the employment pursuant to these Guidelines.

Cases of promotion and the independent cases of tenured employment for newly-employed associate research fellows recruited after August 1, 2012 shall be submitted by the director of the institute (preparatory office) or the research center after obtaining the consent of the person concerned. The

recommendations can also be made by at least 3 full-time Academia Sinica research fellows in the relevant disciplines after obtaining the consent of the person concerned. Recommendation letters stating the details of the academic contribution made by the person concerned are needed. The person concerned may also apply for his/her own promotion and tenured employment. Research fellows shall submit their promotion application no later than six months prior to the effective date of their mandatory retirement. The director of the institute (preparatory office) or research center shall start the review procedure within one month after a case of promotion and tenured employment is accepted or submitted.

Regarding cases of distinguished employment, the candidates shall be recommended by the Council of institute (preparatory office) and research center or by three members from the Academic Advisory Committee. Recommendation letters are required.

Candidates for employment case shall prepare the following documents:

- (1) Resume;
  - (2) Publication catalogue and a representative publication for the last five years or within the term of employment;
  - (3) Statement of research achievements and future research prospects; and
  - (4) Other information required by the research institute (preparatory office) or research center.
8. Regarding cases of initial employment, assistant research fellows or above at the research institute (preparatory office) or research center may serve as members of the Employment Review Committee of the institute (preparatory office) or research center, regardless of the rank pursued by the candidate. Regarding the renewed employment cases of assistant research fellows, the members of the Employment Review Committee shall be the research fellows from inside or outside of the research institute (preparatory office) or research center sharing similar research disciplines with the candidates, and their ranks are above the candidates. Regarding the renewed employment cases of associate research fellows, the members of the Employment Review Committee shall be the research fellows or the distinguished research fellows at the research institute (preparatory office) or research center. Regarding the cases of promotion and tenured employment, the members of the Employment Review Committee shall be research fellows from inside or outside of the research institute (preparatory office) or research center sharing similar research areas as the candidates, with ranks above those of the candidates. Regarding the cases of distinguished employment, the members of the Employment Review Committee shall be members of the Academic Advisory Committee of the research institute (preparatory office) or research center, or scholars from inside or outside of Academia Sinica invited by the director of the research institute (preparatory office) or the research center.
9. Before the convener of the Employment Review Committee for the initial employment cases at the research institute (preparatory office) or research center holds a meeting, the candidate information stated in Article 7 shall be submitted to the members of the Employment Review Committee for reference. Other research fellows at the research institute (preparatory office) or research center may also request the documents, though all documents shall be kept confidential.
10. Research fellows may apply for renewed employment and promotion at the same time. The research institute (preparatory office) or research center may submit the combined cases for review. The reviewers shall write review opinions individually. The votings shall also be held respectively.
11. The term of tenured employment for associate research fellows runs until the age of 65. When assistant research fellows are promoted to associate research fellows, or associate research fellows are in the state of initial employment or renewed employment, they can apply for tenured employment at the same time. The reviewers do not need to write review individual opinions. The reasons for recommending tenured employment, however, are needed. The voting shall be held individually.

Newly-employed associate research fellows who are recruited after August 1, 2012 may apply for tenured employment independently within five years of the initial date of employment.

12. For initial reviews held by the Employment Review Committee of initial employment cases, more than  $\frac{2}{3}$  of all members of the Committee shall be present, and approval requires consent from more than  $\frac{1}{2}$  of the present members. When an initial employment cases passes the initial review, the Employment Review Committee shall make a list of reviewers on the basis of priorities. The reviewers shall be domestic or foreign scholars above the rank that the candidates pursue, and in related research disciplines. The review of initial employment cases requires at least three reviewers, and the number of scholars from outside the research institute (preparatory office) or research center shall not be less than  $\frac{1}{3}$ ; however, when new employment and tenured employment are applied for at the same time, the number of scholars from outside the research institute (preparatory office) or research center shall not be less than  $\frac{1}{2}$  of the total.

When the initial employment cases involve assistant research fellows or associate research fellows without tenured employment, the Employment Review Committee may decide whether to make a list of reviewers for review after the cases pass the initial review.

For cases of renewed employment, promotion, tenured employment (excluding simultaneous cases of initial employment and tenured employment), the candidates shall provide the Employment Review Committee with a list of eligible or ineligible reviewers, before the Employment Review Committee decides upon the final list of reviewers.

After the Employment Review Committee receives documents in renewed employment cases, a list of reviewers shall be made according to priorities. The reviewers shall be at least three domestic or foreign scholars in related research disciplines and whose ranks are above that of the candidates. Among the reviewers of renewed employment of assistant research fellows, the scholars from outside the research institute (preparatory office) or research center shall not be less than  $\frac{1}{2}$ . The reviewers of renewed employment of associate research fellows may be the scholars in the research institute (preparatory office) or research center. Among the reviewers of renewed employment and tenured employment of associate research fellows, the number of scholars from outside the research institute (preparatory office) or research center shall not be less than  $\frac{1}{2}$  of the total.

After the Employment Review Committee, for cases of promotion and tenured employment (excluding the cases of initial employment and tenured employment applied at the same time), receives the relevant documents, a list of reviewers shall be made on the basis of priorities. The reviewers shall be at least three domestic or foreign scholars in related research disciplines and whose ranks are above that of the candidates. Among the reviewers, the number of scholars from outside the research institute (preparatory office) or research center shall not be less than  $\frac{1}{2}$  of the total.

After the Employment Review Committee, for cases of distinguished employment, receives the recommendations of candidates, a list of reviewers shall be made on the basis of priorities. The review of distinguished employment cases requires at least five reviewers. Among the reviewers, the number scholars from outside the research institute (preparatory office) or research center shall not be less than  $\frac{2}{3}$  of the total.

13. When a list of reviewers is confirmed in cases of initial employment, renewed employment, promotion, tenured employment, and distinguished employment, the convener of the Employment Review Committee shall submit the reviewer list and candidate information to the director of the institute (preparatory office) or center for review.
14. After the convener of the Employment Review Committee, in cases of renewed employment, promotion, and tenured employment (excluding cases of initial employment and tenured employment applied for simultaneously) receives the review opinions, an anonymous copy of the opinion summaries shall be sent to the candidates for defense preparation.
15. The Employment Review Committee, in cases of initial employment (including tenured

employment cases applied for simultaneously), shall write a general report on the number of candidates and the results of the initial reviews. It shall submit the general report and all supporting documents to the director of the institute (preparatory office) or research center.

The Employment Review Committee, in cases of renewed employment, promotion, and tenured employment (excluding simultaneous cases of initial employment and tenured employment) shall write a general report on candidate information, the review opinion letters, and the candidate defense, and deliver to the director of the institute (preparatory office) or research center.

The Employment Review Committee, in cases of distinguished employment, shall write an academic achievement report referring to the candidate information, the review opinion letters, and other information, and deliver to the director of the institute (preparatory office) or research center.

The director of the institute (preparatory office) or research center shall submit cases of initial employment, renewed employment, promotion, tenured employment, and distinguished employment as soon as possible to the Council or the Academic Advisory Committee of each institute (preparatory office) and research center. Candidate information shall be provided to the institute (preparatory office) or research center research staff no later than one week before the council is to be held. The review opinion letters, however, shall only be provided to research staff with voting rights in the Council or the Academic Advisory Committee of each institute (preparatory office) and research center.

16. Research fellows who have voting rights on the employment cases shall abide by Article 23 of the Organization Regulations of the Research Institutes of Academia Sinica.

Voting on cases of initial employment, renewed employment, promotion, and tenured employment in the Council or the Academic Advisory Committee shall be anonymous. Passage of each case requires more than  $2/3$  of eligible voters to be present, and more than  $1/2$  of the members present to approve.

Passage of distinguished cases require the consent of more than  $2/3$  of the members of the Academic Advisory Committee of the institute (preparatory office) or research center (voting by mail when necessary).

17. The initial employment cases of candidates who do not meet the qualifications stated in Articles 7, 8, 9, or 10 of the Organization Regulations of the Research Institutes of Academia Sinica, yet have special contributions to the academic research, shall be processed by these Guidelines. However, when voting is held by the Council or the Academic Advisory Committee of each institute (preparatory office) and research center, passage of each case requires more than  $2/3$  of eligible voters to be present, and more than  $2/3$  of the members present to approve.

18. After cases of initial employment, promotion, and tenured employment are passed by the Council or an Academic Advisory Committee, the director shall submit candidate information, the list of reviewers (sealed), and the review opinions to the Divisional Appointment and Promotion Committee for review. After renewed employment cases are passed by the Council or an Academic Advisory Committee, the director shall submit candidate information, the list of reviewers (sealed), the review opinions to the President of Academia Sinica for approval.

When cases of renewed employment, cases of assistant research fellows promoted to associate research fellows, and cases of promotion or tenured employment for newly-employed associate research fellows who are recruited after August 1, 2012 are not passed by the Council or an Academic Advisory Committee, the director shall inform the candidates in writing of the review results and the reasons within four days of the vote, and send a copy to Academia Sinica.

When associate research fellows apply for renewed employment and tenured employment simultaneously, in addition to following the regulations prescribed in Paragraph 2, the opinion letters from the director of the institute (preparatory office) or research center shall state the reasons for recommending tenured employment, and the director shall submit them to the

Divisional Appointment and Promotion Committee for review.

When initial employment cases of associate research fellows or promotion cases of assistant research fellows are simultaneously applied for with tenured employment cases, it shall be reported to Academia Sinica pursuant to Paragraph 1, and the opinion letters from the director of the institute (preparatory office) or research center shall state the reasons for recommendation of tenured employment and the director shall submit the materials to the Divisional Appointment and Promotion Committee for review. The opinion letters from the director of the institute (preparatory office) or research center shall discuss the following:

- (1) Research achievements and publication quality of the candidates;
- (2) Academic achievements and research direction of the candidates;
- (3) Summary of the review opinions;
- (4) Voting result (including the number of affirmative votes, dissenting votes, and abstention votes) and the discussion before the voting (the main reasons for approval and disapproval).

After a distinguished employment case is passed by an Academic Advisory Committee, the director shall submit the resume, publication list, representative publications (maximum of 10), statement of academic achievements, review opinions, and list of reviewers (sealed) to the General Appointment and Promotion Committee for review.

19. When a promotion case is not passed after the employment and review procedures, the candidate may reapply one year after the date of confirmation with updated research achievements.

### **Chapter 3. Review of the Divisional Appointment and Promotion Committee**

20. Each Divisional Appointment and Promotion Committee shall hold a review meeting every two months, and shall announce the review meeting schedule each December for following year.

Before a review meeting is held, the convener of the Divisional Appointment and Promotion Committee shall submit candidate information, publication list, representative publications, and other relevant information to the committee members for reference.

When the Divisional Appointment and Promotion Committee holds a review meeting, the director which submits a case may provide written supplementary explanations within a certain period. When necessary, the director or the appointed representative may be called on by the review committee to make an oral statement. The attendees shall keep all the information confidential.

If, after the oral statement, the Divisional Appointment and Promotion Committee has any doubt regarding promotion, tenured employment, or initial employment cases of the rank above associated research fellows, a special project committee shall be organized to make a list of reviewers, and the cases shall be submitted to the reviewers for review. Paragraphs 1 and 5 of Article 12 shall apply. The research institute (preparatory office) or research center which submits the cases shall be informed of case processing times.

21. After the Divisional Appointment and Promotion Committee reviews and discusses cases of initial employment, tenured employment, and promotion pursuant to said procedures, an anonymous vote may be held. The passage of each case requires more than 3/5 of the members to present, and more than 1/2 of the present members to approve. If the case is not passed, the reasons shall be submitted.

When the Divisional Appointment and Promotion Committee makes a resolution on a case of initial employment, tenured employment, and promotion, the convener of the Committee shall submit the rationale to the President of Academia Sinica for approval. When necessary, the President of Academia Sinica may request the Divisional Appointment and Promotion Committee to re-deliberate on those cases passed by resolution. If the President of Academia Sinica approves, the resolution shall be submitted to the Council of Academia Sinica for approval for reference.

22. When the initial employment cases are special and need to be processed efficiently, after the Employment Review Committee processes it pursuant to these Guidelines, the Council or Academic Advisory Committee may decide the case and submit it to the director of the institute (preparatory

office) or research center with reasons given. After receiving the consent from the convener of the Divisional Appointment and Promotion Committee and the Vice President of the division, they shall request that the President of Academia Sinica approve the employment.

The said approval of the employment shall be submitted to the next General Assembly of Academia Sinica for approval for reference.

23. When cases of renewed employment, promotion, or tenured employment (excluding cases of initial employment and tenured employment applied for simultaneously) are not passed by the research institute (preparatory office) or research center, the candidates may file an appeal to the Divisional Appointment and Promotion Committee within one month of receiving the notice. If the appeal is not made within the deadline, then the denial of renewed employment, promotion, or tenured employment is confirmed.

When the cases of promotion or tenured employment (excluding cases of initial employment and tenured employment applied for simultaneously) are passed by the research institute (preparatory office) or research center, yet not passed by Divisional Appointment and Promotion Committee, the convener of the Divisional Appointment and Promotion Committee shall promptly inform the research institute (preparatory office) or research center which submits the case and the candidates about the review results and the reasons. The candidates may file an appeal to the General Appointment and Promotion Committee within one month of receiving the notice. If an appeal is not made within the deadline, then the decision of non-promotion is confirmed.

24. When processing an appeal, the Divisional Appointment and Promotion Committee shall hold a meeting within one month after receiving an appellant's application.

With more than 2/3 of the members present, and more than 1/2 of the present members approving, the Divisional Appointment and Promotion Committee shall establish a special project committee. A list of reviewers shall be made, and the appeal shall be submitted to the reviewers for review as soon as possible. Paragraphs 3, 4 and 5 of Article 12 shall apply.

If an appeal does not gain the consent from more than 1/2 of the present members, the decision made by the Council or an Academic Advisory Committee shall be confirmed.

After the Divisional Appointment and Promotion Committee receives the review opinions from the special project committee, a discussion and an anonymous vote shall be held. To change the decision made by the Council or an Academic Advisory Committee, more than 2/3 of the members must be present, and more than 2/3 of the present members must approve.

When the appeal is passed, the convener of the Divisional Appointment and Promotion Committee shall request that the President of Academia Sinica approve for employment, and submit the appeal to the General Assembly of Academia Sinica to approve for reference. If the appeal is not passed, then the decision made by the Council or an Academic Advisory Committee shall be confirmed.

The Divisional Appointment and Promotion Committee shall make a decision within three months of receiving an appeal. The decision period may be extended by two months when necessary. The appellant shall be informed in writing of the resolution of the appeal, and a copy shall be submitted to the institute (preparatory office) or research center.

#### **Chapter 4. Review of the General Appointment and Promotion Committee**

25. When a case of initial employment is not passed by the Divisional Appointment and Promotion Committee, the convener shall promptly inform the relevant research institute (preparatory office) or research center of the review results and reasons. The research institute (preparatory office) or research center may then apply, within one month of receiving the said notice, to the General Appointment and Promotion Committee for re-deliberation.

The General Appointment and Promotion Committee shall meet for re-deliberation within one month of receiving an application from the research institute (preparatory office) or research center. The Committee shall establish a special project committee to re-deliberate, provided that more

than 2/3 of the members are present and more than 1/2 of the present members agree to do so. A list of reviewers shall be made by the special project committee, and the application shall be submitted to the reviewers for review as soon as possible. The review opinions shall be collected and submitted to the General Appointment and Promotion Committee. Paragraphs 1 of Article 12 shall apply.

If a case of initial employment does not gain the consent of more than 1/2 of the present members, then the initial employment appeal is denied.

After the General Appointment and Promotion Committee receives the review opinions from the special project committee, a discussion and an anonymous vote shall be held within one month. To change the decision on the initial employment denial made by the Divisional Appointment and Promotion Committee, more than 2/3 of committee members must be present, and more than 2/3 of the present committee members must approve.

When the re-deliberation of the initial employment case is passed, the convener of the General Appointment and Promotion Committee shall request the President of Academia Sinica to issue an employment letter, and submit to the General Assembly of Academia Sinica for approval for reference.

26. The General Appointment and Promotion Committee shall hold a meeting within one month of receiving an appeal of promotion and tenured employment (excluding simultaneous cases of initial employment and tenured employment).

The General Appointment and Promotion Committee shall establish a special project committee to re-deliberate, provided that more than 2/3 of the members are present and more than 1/2 of the present members agree to do so. A list of reviewers shall be made by the special project committee, and the case shall be submitted to the reviewers for review as soon as possible. Paragraphs 3 and 5 of Article 12 apply.

If the case fails to gain the approval of more than 1/2 of the present members, then the denial of promotion or tenured employment is confirmed.

After the General Appointment and Promotion Committee receives the review opinions from the special project committee, a discussion and an anonymous vote shall be held. To change the decision (denial) on the promotion or tenured employment made by the Divisional Appointment and Promotion Committee, more than 2/3 of committee members must be present, and more than 2/3 of the present committee members must approve.

When an appeal of a promotion or tenured employment case (excluding simultaneous cases of initial employment and tenured employment) is passed, the convener of the General Appointment and Promotion Committee shall request that the President of Academia Sinica issue an employment letter, and submit the letter to the General Assembly of Academia Sinica for approval. If a case of promotion is not passed, then the promotion denial is confirmed.

The General Appointment and Promotion Committee shall make a decision on the appeal within three months of receiving the appeal. It may be extended by two months when necessary.

The appellant shall be informed of the resolution of the appeal in writing, and a copy shall be submitted to the research institute (preparatory office) or research center.

#### **Chapter 5. Review of the Qualifications for Distinguished Research Fellows**

27. The total number of distinguished research fellows shall not exceed 25% of the total number of in-service distinguished research fellows and research fellows at Academia Sinica. Distinguished research fellows who are academicians are not subject to the limitation. Each research institute (preparatory office) or research center shall retain at least one distinguished research fellow or allocate one distinguished research fellow.

28. The Central Academic Advisory Committee shall submit the case to the General Appointment and Promotion Committee within one month of receiving an application of a candidate for a distinguished research fellow proposed by the research institute (preparatory office) or research center.

After the General Appointment and Promotion Committee reviews the information of the candidate, an anonymous vote may be held. Passage of a case requires more than 3/5 of the members to present, and more than 2/3 of the present members to approve.

After a case of research fellow elected to be an academician is submitted to the General Appointment and Promotion Committee by the Central Academic Advisory Committee for review, the President of Academia Sinica shall reappoint them as distinguished research fellows, without the recommendation and review procedures.

Applications of domestic or international scholars who are elected to be academicians of Academia Sinica and would transfer to being full-time research fellows at Academia Sinica shall be proposed by the research institute (preparatory office) or research center that plans to employ them.

After cases are submitted to the General Appointment and Promotion Committee by the Central Academic Advisory Committee for review, the President of Academia Sinica shall reappoint them as distinguished research fellows, without the recommendation and review procedures.

The cases of distinguished employment shall be submitted to the General Assembly of Academia Sinica for approval for reference after being passed by the General Appointment and Promotion Committee. The President of Academia Sinica shall be requested to issue employment letters.

29. The Academic Advisory Committee of each research institute (preparatory office) or research center shall propose the research grant grading of distinguished research fellows to the Central Academic Advisory Committee for assessment.

The Central Academic Advisory Committee may request that the standing committee members in relevant research fields express their opinions through the mail. After the chairman of the committee collects the opinions, the President of Academia Sinica would be requested to decide on the research grant grading.

After the distinguished research fellows are employed, their research grant may be reassessed periodically based on research achievement and academic leadership performance.

#### **Chapter 6. Supplementary provisions**

30. The Council or the Academic Advisory Committee of each institute (preparatory office) and research center shall review the initial employment and the renewed employment of assistants and research assistants and the promotion of assistants pursuant to these Guidelines. However, the right of deliberation of the Divisional Appointment and Promotion Committee on such personnel shall be given to the Personnel Committee of Academia Sinica following Paragraph 2 of Article 14 of the Organization Act of Academia Sinica.

Appeals made by research fellows shall follow Guideline regulations. Only after personnel appeals are deliberated by the Divisional Appointment and Promotion Committee, their appeals shall be deliberated by the Personnel Committee of Academia Sinica instead.

31. Each research institute (preparatory office) or research center shall, within six months of the implementation of these revised Guidelines, establish (or revise) supplementary provisions and submit them to Academia Sinica for approval. However, the supplementary provisions shall not be less stringent than these Guidelines. The procedures for pending cases of initial employment, renewed employment, and promotion, initiated before the implementation of the amendments to these Guidelines, shall nevertheless follow the revised Guidelines. Similarly, after the amendments to these Guidelines are implemented, but before the supplementary provisions of each research institute (preparatory office) or research center are reported to Academia Sinica for approval, pending cases of initial employment, renewed employment, and promotion are subject to the revised Guidelines.

32. The attendance count for each vote shall exclude the following personnel:

- (1) Those who are absent from the meeting due to official trips overseas.
- (2) Those who have a position retained with pay (or without pay).
- (3) Those who are hospitalized due to illness.

- (4) Those who recuse themselves due to conflicts of interest pursuant to regulations.
33. The term “above” or “below” also includes the number or rank itself; the term “more than” excludes the number itself.
34. The initial employment regulations of these Guidelines shall apply to the initial employment of jointly appointed research fellows from outside Academia Sinica. However, when a jointly appointed fellow is an outstanding research fellow, the external review process is waived. The Council or the Academic Advisory Committee of each institute (preparatory office) and research center may vote on each case. Consistent with the voting system of appointments, after a case obtains the consent of more than 2/3 of all voting members, it shall be sent to the Divisional Appointment and Promotion Committee or General Appointment and Promotion Committee for review. When a jointly appointed research fellow is an academician, the case of initial employment shall be sent to the President of Academia Sinica for approval after the consent of the Council of each institute (preparatory office) and research center where full-time research fellows above assistant research fellows vote to approve the case.
- Cases of renewed employment and promotion of jointly appointed research fellows from outside Academia Sinica or cases of initial employment, renewed employment, and promotion of adjunct fellows from outside Academia Sinica do not need to go through the external review process. The Council or the Academic Advisory Committee of each institute (preparatory office) and research center shall vote to approve the case according to the procedures below before submitting to the President of Academia Sinica for approval:
- (1) Cases of promotion of jointly appointed fellows, initial employment, and promotion of adjunct fellows from outside Academia Sinica shall follow the voting system of appointment cases. After the passage of a case that requires more than 2/3 of eligible members to be present, and more than 2/3 of the present members approve, it shall be submitted to the President of Academia Sinica for approval for employment. When full-time research fellows of Academia Sinica resign and transfer to become adjunct fellows, however, the new adjunct employment applications require more than 2/3 of eligible members be present, and more than 1/2 of the present members approve.
  - (2) Cases of renewed employment of jointly appointed and adjunct research fellows from outside Academia Sinica shall be voted on by full-time research fellows at the rank of assistant research fellow or above to approve, consistent with the voting system for regular meetings.
  - (3) Cases of research fellows who are academicians shall be voted on by full-time research fellows at the rank of assistant research fellow or above to approve, consistent with the voting system for regular meetings.

(If the English and Chinese versions conflict, the Chinese version prevails. )