

Detailed Implementation Regulations for Full-Time Faculty Promotion at Seoul National University

Revised April 30, 2003
Revised July 16, 2004
Revised January 12, 2005
Revised December 1, 2005
Revised December 3, 2008
Revised July 21, 2010
Revised September 16, 2010
Revised September 28, 2010
Revised October 28, 2010
Revised December 28, 2010

Article 1 (Purpose)

The purpose of these regulations is to stipulate necessary procedures for evaluating faculty members for promotion and related personnel management in accordance with National Education Officials Act, National Education Officials Appointment Regulations, and Regulations regarding Appointment of Full-Time Faculty and Assistants at Seoul National University (hereafter “Regulations”).

Article 2 (Evaluation of Faculty Members for Promotion)

- (1) Evaluation of a faculty member applying for promotion is conducted in accordance with the following guidelines. To be qualified for promotion, an applicant must score 80 points or higher.
- (2) Evaluation of faculty achievement is based on teaching activities (40 points), research activities (40 points), service (10 points), and department chair’s evaluation (10 points). Additional 5 points may be granted to the applicant for special citations and awards.
- (3) Teaching effectiveness (40 points) is measured in accordance with the evaluation criteria as stated in Appendix 2 based on teaching hours, supervision of theses, and class evaluations. College/school personnel management committee may adjust the evaluation criteria and weights.
- (4) Research activities (40 points) are measured in accordance with the criteria and the scores mentioned in Appendix 3 based on research records (20 points), comprehensive research records (15 points) and other research activities (5 points) such as research grants and university-industry collaborations. The “comprehensive research records” include all published

research articles, books, academic activities (participation in academic conferences and symposiums and invited lectures, etc.), exhibitions and public presentations, and performance-related activities. These will be evaluated by the department chair, dean of the college/school and each reviewer of the evaluation committee. The college/school personnel management committee stipulates and executes the detailed provisions concerning the assessment of candidate's comprehensive research records and other research activities. <Revised July 21, 2010>

- (5) Service activities (10 points) are evaluated by the college personnel committee based on on- and off-campus activities including participation in academic societies and governmental business (counseling, evaluation and consulting works, and delegate missions, etc.), and public and volunteer services for society and charity organizations according to the criteria and scores listed in Appendix 4.
- (6) Dean of each college/school (and associate dean or department chair) evaluates the candidate and awards up to 10 points according to the criteria and scores described in Appendix 5.
- (7) Extra 5 points can be awarded by the college/school personnel management committee.
- (8) Dean of each college/school must complete the form in Appendix 1 including evaluations from Paragraphs 1 to 7 to submit it to President.

Article 3 (Evaluation of Faculty Research Achievements)

- (1) Selection and appointment of reviewers for research records and comprehensive research records should be done in accordance with Article 11 of the regulations. Reviewers, as a matter of principle, must be full-time faculty of Seoul National University at equal or higher rank than the applicant's expected rank or reputable scholars outside with rich scholastic and teaching experience in the related field. <Revised July 21, 2010>
- (2) Categories and scores of research records are defined in accordance with Article 13 of the regulations. Dean of a college/school may, in consultation with the college personnel management committee, redefine the research categories and criteria, exclude some of them and/or add additional stipulations.
- (3) Evaluation of the applicant's research records is conducted according to Article 12 of the regulations.
- (4) Period of evaluation for research record shall be computed from the expected date of reappointment. Faculty member whose employment records at other universities were accrued toward promotion may claim only research publications done during his/her employment at SNU for promotional evaluation.
- (5) The "contract period" as stipulated in Paragraph 1 of Article 25 of the regulations is the period between the date of one's initial appointment and the expected date of promotion. Extension of contract period due to the reasons described in Paragraph 2 of Article 5-3 of National Education Officials Appointment Regulations and Paragraph 3 of Article 3 and Article 5 of the regulations, however, shall be excluded from the contract period in calculating the number of publications required for promotion. <Revised July 16, 2004; July 21, 2010; December 28, 2010>

(6) Evaluation period for full-time faculty who received contract renewal according to Paragraph 2 of Article 25 of the regulations is from the initial contract to the expected date of promotion. Extended contract period due to the reasons described in Paragraph 2 of Article 5-3 of National Education Officials Appointment Regulations and Paragraph 3 of Article 3 of the regulations, however, will not be included in the evaluation period. If this period exceeds 6 years, research publications only for 6 years shall be evaluated; evaluation criteria for a 4-6 year evaluation period described in Article 25 of the regulations shall be applied. <Revised July 16, 2004; July 21, 2010>

Article 4 (College/School Personnel Management Committee)

College/school Personnel Management Committee must review all the procedures and detailed evaluation criteria for contract renewal and make every effort to facilitate the process of evaluation. If necessary, the committee may leave a part or all of evaluations of comprehensive research records, other research achievement and service activities at the discretion of the school/department of the applicant.

Article 5 (Decision on Promotion)

President may approve, with the consent of University Personnel Management Committee, promotion of the candidate based on the recommendation of the dean of a college/school.

Supplementary Clause (April 30, 2003)

- (1) These implementation regulations are in effect from April 30, 2003.
- (2) (Exclusion) The following rules apply to the full-time faculty employed as of December 31, 2001 who are seeking promotion after the effective date of the new regulations.

Types	Evaluation period and number of publications for promotion	Remark
Promotion to Full Professor	4-yr contract period: 3 articles * or more, 300 points or more. 6-yr contract period: 5 articles * or more, 500 points or more.	optional
Promotion to Associate Professor	2-yr contract period: 1 article * or more, 100 points or more. 4-yr contract period: 3 articles * or more, 300 points or more.	optional
Promotion to Assistant Professor	2-yr contract period: 1 article * or more, 100 points or more.	

- * Articles a candidate published in domestic or international research journals as the single author, the first author or the corresponding author.
- Acceptable research records for evaluation are described in Paragraph 4 of Article 3 of the regulations.

Supplementary Clause (July 16, 2004)

These implementation regulations go into effect from July 16, 2004.

Supplementary Clause (January 12, 2005)

These implementation regulations go into effect from January 12, 2005.

Supplementary Clause (December 1, 2005)

These implementation regulations go into effect from December 1, 2005.

Supplementary Clause (December 3, 2005)

These implementation regulations are in effect from the date of announcement.

Supplementary Clause (July 21, 2010)

These implementation regulations are in effect from the date of announcement. Paragraph 4 of Article 2, Paragraphs 1, 5, and 6 of Article 3 will be applied to promotion cases after March 1, 2011.

Supplementary Clause (September 16, 2010)

These implementation regulations go into effect from the date of announcement.

Supplementary Clause (September 28, 2010)

These implementation regulations go into effect from the date of announcement.

Supplementary Clause (October 28, 2010)

These implementation regulations go into effect from the date of announcement.

Supplementary Clause (December 28, 2010)

These implementation regulations go into effect from the date of announcement.

[Appendix 1]: Comprehensive table of scores for evaluation of faculty appointment

[Appendix 2]: Table of evaluation criteria and scores for teaching activities

[Appendix 3]: Table of evaluation criteria and scores for research activities

[Appendix 4]: Table of evaluation criteria and scores for service activities

[Appendix 5]: Table of evaluation criteria and scores for department chair or program director

- [Appendix 1-5] above is the same as [Appendix 1-5] dealing with Implementation Regulations of Full-Time Faculty Contract Renewal.

※ 본 영문 규정은 서울대학교에서 사용자의 편의를 위하여 참고용으로 제공하는 것이며, 국문 규정과 영문 규정 간에 의미상의 차이가 있는 경우에는 국문 규정이 효력을 갖습니다. (This Regulation has been translated into English for the convenience of users. If there arises any conflict between the Korean text and the English text, the Korean text shall prevail as authentic.)