

Detailed Implementation Regulations for Tenure at Seoul National University

Enacted April 30, 2003

Revised December 1, 2005

Thorough Revision July 21, 2010

Article 1 (Purpose)

The purpose of these implementation regulations is to specify necessary items concerning evaluation of the candidate, appointment and personnel management for awarding tenure in accordance with Articles 29 of Regulations regarding Appointment of Full-Time Faculty and Assistants at Seoul National University (hereafter “Regulations”).

Article 2 (Evaluation of Faculty for Tenure)

- (1) For tenure evaluation, the university abides by Articles 24 and 25 of the regulations. Appropriate clauses in the promotion regulations should be applied for the matters not specifically addressed herein.
- (2) A faculty candidate for tenure must receive 80 points or higher in the evaluation of faculty achievement (an associate professor seeking tenure must receive 35 point or higher for research achievement) and secure approval of University Council on Tenure and Continuing Appointment (hereafter “Council”).
- (3) 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.
- (4) Evaluation of teaching activities (40 points) and service activities (10 points), assessment by the head of a school/department (10 points), and awarding additional bonus points (5 points) are done in accordance with Paragraph 3 and Paragraphs 5-7 of Article 2 of the regulations for promotion for the respective rank of the candidate.
- (5) 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 college/school personnel management committee stipulates and executes the detailed provisions concerning the assessment of candidate’s comprehensive research records and other research activities.
- (6) In principle, dean of a college/school should solicit recommendation letters from at least five eminent scholars and experts, both domestic and foreign, and submit them to the university. Under extenuating circumstances including specific nature and uniqueness of the discipline, dean may submit three or more letters and have a certain grace (or extension)

period to do so. Dean may decide the details of implementing these provisions in consultation with the college personnel management committee.

- (7) Dean may establish additional conditions and requirements for tenure in consultation with the college personnel management committee.

Article 3 (Evaluation of Research Achievements, etc.)

- (1) Categories and weights of research records are defined in accordance with Article 13 of the regulations. Research categories and criteria for an associate professor seeking tenure are described in Appendix 1.
- (2) 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. They will be evaluated by the department chair, dean of a college/school and each reviewer of the evaluation committee.
- (3) Selection and appointment of reviewers for evaluating the candidate's research records and comprehensive research achievement (including his/her major research achievement) follow Paragraph 1 of Article 11 of the regulations. Reviewers, in principle, are selected from among the tenured faculty of Seoul National University or from those outside SNU who are distinguished in scholarship and teaching.

Article 4 (Evaluation Time for Tenure)

- (1) According to Article 28 of the regulations, an associate professor may be eligible for tenure at the time of promotion to an associate professor. Three academic years must pass for tenure application if a full-time faculty is initially appointed as an associate professor or if he/she did not obtain tenure when promoted to an associate professor. In the latter case, evaluation may be on March 1 or September 1, whichever comes first. An associate professor who received contract extension according to Paragraph 3 of Article 3 of the regulations may postpone tenure evaluation for the extended period of time.
- (2) Tenure evaluation three years after promotion to (or initial appointment at) the rank of associate professor is based on candidate's academic achievement during his/her employment at Seoul National University. The evaluation criteria are the same as those applied to tenure evaluation for a newly promoted associate professor.
- (3) Tenure evaluation at the time of promotion to the rank of professor is conducted according to the procedures for promotion. Tenure evaluation for newly appointed faculty at the rank of professor will be conducted by Council on Tenure and Continuing Appointment after he/she passes the evaluation process for full-time faculty employment.
- (4) Tenure evaluation of a full professor who was originally appointed for a contract period is based on his/her achievement during his employment as a professor at Seoul National University. Evaluation procedures and criteria are the same as applied to a newly promoted full professor.

Article 5 (Deputing Evaluation of Achievement Records)

The college/school personnel management committee may, if necessary, depute or delegate all or part of the evaluation of faculty achievements for tenure to a department/program.

Article 6 (Council on Tenure Review and Decision for Tenure)

- (1) If a candidate fully meets criteria established by his/her college/school and successfully passes the comprehensive evaluation as specified in the Clauses 1-3 of Paragraph 1 of Article 5 of Rules of the Council on Tenure and Continuing Appointment, Council on Tenure and Continuing Appointment may recommend him/her to President for granting tenure.
- (2) The candidate, when the council found him/her eligible for tenure, may be so designated with the consent of University Personnel Management Committee.

Supplementary Clause (April 30, 2003)

These regulations are effective from April 30, 2003.

Supplementary Clause (December 1, 2005)

These regulations go into effect from December 1, 2005.

Supplementary Clause (July 21, 2010)

These implementation regulations go into effect from the date of announcement. Paragraph 6 of Article 2, Paragraphs 2 and 3 of Article 3 will be applied to tenure evaluations from March 1, 2011.

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