

Internal Regulations on the Tenure Track System of the Frontier Research Institute for Interdisciplinary Sciences, Tohoku University

Established on May 14, 2019
Authorized by the Director

Revised on May 18, 2021
Revised on July 27, 2022
Revised on May 29, 2023
Revised on May 8, 2025

(Preamble)

Article 1. These regulations stipulate matters pertaining to the tenure track system of the Frontier Research Institute for Interdisciplinary Sciences, Tohoku University (hereafter “the Institute”), based on the “New Human Resource Strategies of the Frontier Research Institute for Interdisciplinary Sciences (approved on October 28, 2024 by the Steering Committee).

(Purpose)

Article 2. The purpose of these regulations is to promote world-class research at the Institute by enabling faculty members who have been appointed for a fixed term as International Excellence Researchers, following deliberation by the Council for Strategic Management of Human Resources, to continue their research at the Institute as tenured faculty members in higher positions after their term of appointment.

(Definitions)

Article 3. The following terms used in these regulations are hereby defined:

- i. Tenured: The status of those among the faculty member, as defined in Article 2, Paragraph 2 of the Tohoku University Work Regulations (No. 46, 2004), who do not have a fixed term
- ii. Tenure track system: A mechanism whereby a review is conducted regarding whether or not to grant tenure status for higher positions to tenure track faculty members by the time of the conclusion of their tenure track period
- iii. Tenure track faculty member: A faculty member employed under the tenure track system
- iv. Tenure track period: Five-year period after being employed under the tenure track system
- v. Tenure review: The review to determine whether a tenure track faculty member employed at the Institute will employ at the Institute as a tenured faculty member in a higher position

(Job title of tenure track faculty member)

Article 4. The job title of tenure track faculty member shall be “Assistant Professor.”

(Term of tenure track faculty member)

Article 5. The term of tenure track faculty member shall be stipulated in accordance with the Regulations Pertaining to Term of Contract of Tohoku University Faculty (No. 72, 2004).

(Compensation of tenure track faculty member)

Article 6. The compensation of tenure track faculty members shall be in accordance with the no. 3 annual salary scheme stipulated in Article 1-2, Subparagraph 3 of the Regulations Pertaining to Compensation of Tohoku University Faculty (No. 55, 2004).

(Consent)

Article 7. In the case of employing a tenure track faculty member, the consent of the faculty member for the application of the tenure track system shall be obtained using a notification of labor conditions.

7-2 When obtaining consent as described in the preceding Paragraph, the implementation guidelines for the tenure review, etc. shall be clearly presented.

(Tenure Review Committee)

Article 8. A Tenure Review Committee (hereafter “the Committee”) shall be established within the Institute.

8-2 The Committee shall deliberate the following matters.

- i. Matters pertaining to the tenure track system at the Institute
- ii. Matters pertaining to the tenure review

(Structure of the Committee)

Article 9. The Committee shall consist of the following members.

- i. Director of the Institute
- ii. Professors from each research area (chief and associate reviewers)
- iii. Full-time Professors of the Institute
- iv. Other persons designated by the Director of the Institute

(Chair of the Committee)

Article 10. The Chair of the Committee shall be the Director of the Institute.

10-2 The Chair of the Committee shall oversee Committee affairs.

(Midterm review)

Article 11. The Committee shall conduct a midterm review in the third year after the tenure track faculty member is appointed.

11-2 Details of the midterm review shall be stipulated separately.

(Tenure review)

Article 12. The Committee shall conduct a tenure review once per year.

12-2 The Committee shall conduct a tenure review at the Committee meeting immediately before the end of the tenure track period of the tenure track faculty

member. If a tenure track faculty member who is recognized as having made outstanding achievements in the midterm review wishes to be reviewed for tenure at an earlier Committee meeting than the one immediately before the end of the tenure track period, the Committee may, only once, conduct a tenure review at the meeting held in the fiscal year immediately preceding or two years preceding the end of the tenure track period, in addition to the regular review at the meeting immediately before the end of the tenure track period.

12-3 The results of the tenure review shall be notified to the individual by the Notification of the Tenure Review Results in Appendix 1 following the deliberations of the Steering Committee of the Institute.

12-4 The implementation guidelines, etc., for the tenure review shall be stipulated separately.

(Employment conditions following tenure review)

Article 13. A tenure track faculty member who passes the tenure review described in Paragraph 1 of the preceding Article shall become a tenured Associate Professor.

13-2 A tenure track faculty member who does not pass the tenure review by the Committee meeting immediately prior to the end of their tenure track period described in Paragraph 1 of the preceding Article shall, upon reaching the end of their term of appointment, no longer be employed by the Institute.

(Appeal request against tenure review result)

Article 14. In the case that a tenure track faculty member who has undergone a tenure review wishes to appeal the result of said review, said faculty member may make an appeal request to the Director of the Institute using the appeal request form under Appendix 2. The appeal request must be made within fourteen days of the day following the notification of the review result.

14-2 The Director of the Institute shall, in accordance with the appeal request described in the preceding Paragraph, have the Committee conduct a second review, and notify the faculty member of the results. The results shall be notified to the faculty member within three months of receiving the appeal request.

14-3 In the case that a second review is conducted, new members shall be added to the Committee.

(Extension of tenure track period)

Article 15. In the case that a tenure track faculty member takes childcare or nursing care leave, etc., during the tenure track period, the tenure track period may be extended by a period up to the full duration of said leave, etc.

(Miscellaneous provision)

Article 16. In addition to these regulations, any other requirements related to the tenure track system may be stipulated separately by the Director of the Institute.

Supplementary provision

These regulations shall come into effect on May 14, 2019, and shall apply from September 18, 2018.

Supplementary provision (Revised on May 18, 2021)
These regulations shall come into effect on May 18, 2021, and shall apply from April 1, 2021.

Supplementary provision (Revised on July 27, 2022)
These regulations shall come into effect on July 27, 2022, and shall apply from April 1, 2022.

Supplementary provision (Revised on May 29, 2023)
These regulations shall come into effect on May 29, 2023, and shall apply from April 1, 2023.

Supplementary provision (Revised on May 8, 2025)
1. These regulations shall come into effect on April 1, 2026.
2. The “Supplement to the Internal Regulations on the Tenure Track System of the Frontier Research Institute for Interdisciplinary Sciences (established on May 18, 2021, revised on May 29, 2023)” shall be abolished.
3. The Regulations before the revision (revised on May 29, 2023) and the Supplement to the Internal Regulations (revised on May 29, 2023) shall apply to the tenure track faculty members employed prior to the effective date.

(Appendix 1)

Notification of the Tenure Review Results

Month DD, YYYY

In accordance with Article 12 of the Internal Regulations Pertaining to the Tenure Track System of the Frontier Research Institute for Interdisciplinary Sciences, Tohoku University, we hereby notify you of our decision as follows.

1. Result of Tenure Review: Passed / Failed
2. Summary of the Results:
3. Remarks:

Best regards,

Toshiyuki Hayase
Director
Frontier Research Institute for Interdisciplinary Sciences
Tohoku University

(Appendix 2)

Appeal Request Form

Month DD, YYYY

To: The Director of the Frontier Research Institute for Interdisciplinary Sciences

I, (Full Name) , have received notification that, as a result of the tenure review by the Tenure Review Committee of the Frontier Research Institute for Interdisciplinary Sciences, I have not been granted tenure in the higher position. However, in accordance with Article 14 of the Internal Regulations Pertaining to the Tenure Track System of the Frontier Research Institute for Interdisciplinary Sciences, Tohoku University, I wish to request an appeal for the following reason.

Date of notification of review results: Month DD, YYYY

Reason: XXXXXXXXX

Attachments (if any):

• XXXXXXXXX