

Internal Regulations for the Tenure-Track System at the Tohoku University Institute for SiRIUS  
Institute of Medical Research

January 6, 2025

Resolution of the Preparatory Committee for the  
SiRIUS Institute of Medical Research

(Purpose)

Article 1

Matters pertaining to the Tenure-Track System at the Tohoku University SiRIUS Institute of Medical Research (hereinafter referred to as “the Institute”) shall, in addition to the provisions set forth in the Tohoku University Tenure-Track System Guidelines, be governed by these internal regulations.

(Definition)

Article 2.

In these internal regulations, the meanings of the terms set forth in the following items shall be as defined in each respective item.

1. Tenure: The status of a faculty member, as defined in Article 2, Paragraph 2 of the Employment Regulations for Faculty Members of National University Corporation Tohoku University, who holds a permanent appointment.
2. Tenure-Track System: A system whereby a review regarding the conferral of tenure is conducted by the conclusion of the tenure-track duration.
3. Tenure-Track Faculty Member: A faculty member employed pursuant to the Tenure-Track System.
4. Tenure-Track duration: The duration commencing upon employment under the Tenure-Track System and continuing until tenure is conferred, or, in the event that tenure is not conferred, until the expiration of such duration.

(Position Title of Tenure-Track Faculty Member)

Article 3.

The position title of a Tenure-Track Faculty Member shall be either Assistant Professor or Instructor.

(The duration of employment of a Tenure-Track Faculty Member)

Article 4.

The term of appointment of a Tenure-Track Faculty Member shall be in accordance with the Regulations on the Term of Appointment of Faculty Members of National University Corporation Tohoku University.

(Remuneration of Tenure-Track Faculty Members)

Article 5.

The remuneration of Tenure-Track Faculty Members shall be governed by the Category 3 Annual Salary System provided for in the Regulations on Remuneration for Employees of National University Corporation Tohoku University.

(Approval)

Article 6.

When employing tenure-track faculty members, consent shall be obtained through a written notice of working conditions regarding the application of the tenure-track system. In addition, the criteria for conducting reviews related to the granting of tenure shall be clearly specified.

(The Tenure Review Committee)

Article 7.

1. A Tenure Review Committee (hereinafter referred to as “the Committee”) shall be established within the Institute.
2. The Committee shall deliberate on the following matters:
  1. Matters pertaining to the Tenure-Track System within the Institute.
  2. Matters relating to the review of mid-term reviews and the review for the conferral of tenure.

(Composition of the Committee)

Article 8.

The Committee shall be composed of the following members:

1. The Director of the Institute
2. The Deputy Director of the Institute
3. Individuals designated by the Director of the Institute

(Chair of the Committee)

Article 9.

1. The Chairperson of the Committee shall be the Director of the Institute.
2. The Chairperson shall preside over the affairs of the Committee.
3. The Chairperson must submit the results of the interim review and tenure-granting reviews to the Institute Management Committee for deliberation and obtain its approval.

(Review for the Mid-Term Review)

Article 10.

The Committee shall conduct an interim review of a Tenure-Track Faculty Member by the end of the third year following their appointment and shall notify the faculty member of the results. The standards and other details for conducting the interim review shall be separately prescribed.

(Review for the Conferral of Tenure)

Article 11.

The Committee shall conduct a review for the granting of tenure of a Tenure-Track Faculty Member at least one year prior to the expiration of their term of office and shall notify the faculty member of the results. The standards and other criteria for conducting the review pertaining to the granting of tenure shall be prescribed separately.

(Post-Review Measures)

Article 12.

1. A Tenure-Track Faculty Member who passes the review for the granting of tenure under the preceding Article shall be appointed as an Associate Professor.
2. A Tenure-Track Faculty Member who fails the review referred to in the preceding Article shall be required to retire upon the expiration of the tenure-track period.

(Appeal against the Result of the Review for the Granting of Tenure)

Article 13.

1. A Tenure-Track Faculty Member who has undergone the review for the granting of tenure may, if dissatisfied with the results of such review, submit an appeal to the Director of the Institute using the prescribed form. Such appeal must be filed within fourteen (14) days from the day following the receipt of the notification of the review results.
2. Based on the appeal referenced in the preceding paragraph, the Director of the Institute shall have the Committee conduct a re-examination and shall notify the Tenure-Track Faculty Member of the outcome. For the re-examination, certain members of the Committee may be added or replaced, and the outcome shall be communicated to the faculty member within three (3) months from the date of receipt of the appeal.

(Miscellaneous Provisions)

Article 14. Matters necessary for the implementation of the Tenure-Track System, in addition to those provided for in these Regulations, shall be separately prescribed by the Director of the Institute.

Supplementary Provisions:

These Regulations shall come into effect as of April 1, 2025.

(Appendix)

Application Form

Year    Month    Day

To: Director, Tohoku University SiRIUS Institute of Medical Research

(Name)

I have received notification from the Tenure-Track Review Committee of the Tohoku University SiRIUS Institute of Medical Research that tenure has not been granted as a result of the review concerning the granting of tenure. Pursuant to Article 13 of the Internal Regulations on the Tenure-Track System of the Tohoku University SiRIUS Institute of Medical Research, I hereby submit an appeal for the following reasons.

(The Date of Receipt of the Review Results)

Year    Month    Day

(Reasons)

XXXXXXXX

(Attachments)

XXXXXXXX