|  |  |
| --- | --- |
|  |  |
| **FAQ for the Selection of IBS (Associate) Directors** **and the Organization & Operation of Research Centers** |
|  |  |

**1. Director Selection**

**1-1.** **Is there an age limit for candidates who are applying for directorial positions?**

 A. No. There is no age limit, but directors need to be able to commit to long-term IBS research.

**1-2.** **What is the retirement age for IBS directors at HQ research centers?**

 A. IBS directors at HQ research centers will be employed until 65 years old, which can be extended after a further evaluation.

**1-3.** **When is the deadline for submitting applications?**

 A. There is no deadline for submitting applications. You can apply at any time.

**1-4.** **Will all applicants be included in the candidate pool?**

 A. No. Applicants will be eliminated from the candidate pool if their research plans are deemed unsuitable for IBS research. Those candidates will be personally notified with an explanation.

**1-5.** **Will all of the applicants included in the candidate pool go through the selection and evaluation process?**

 A. No. The Selection and Evaluation Committee (SEC) will select candidates for an in-depth evaluation from the candidate pool. Only the selected candidates will undergo the selection and evaluation process.

**1-6.** **What about the candidates in the pool who are not selected for an in-depth evaluation?**

 A. The candidates will remain in the pool for two years. Candidates can update their application (such as new research achievements) at any time during the two years. If candidates have not been selected for an in-depth evaluation after two years, but still want to remain in the pool, they should reapply.

**1-7.** **What are the selection and evaluation criteria?**

 A. The most important criteria are a candidate's outstanding scientific credentials and the feasibility of a candidate's research plan.

**1-8. Can I apply for a directorial position at a HQ research center while holding my current position?**

A. No. In principle, when applying for a position at a HQ research center, candidates will be hired on the condition that IBS should be their only employer. Nonetheless, if candidates can obtain approval from the head of their current affiliation for a leave of absence, or for being temporarily posted to IBS, they may still apply for the director position while maintaining their employment status with their current affiliation. However, this cross-over period cannot exceed two years after the date when the candidate was appointed as an IBS director.

**1-9. Who can apply for the IBS directorships at campus research centers?**

A. Professors, researchers or anyone with pending employment contracts from S&T specialized universities (KAIST, DGIST, UNIST, POSTECH and GIST), or researchers from government-funded research institutes within the Daedeok Innopolis region (KAIST Alliance Campus) can apply to campus research centers. However, directorial positions in specialized research areas for campus research centers (see 2. Selection of IBS Directors in Strategic Research Areas) are open to all researchers. In this case, the applicants must acquire approval from the head of their respective host institution where their research center will be based before the final decision for the directorship is made.

**1-10.** **Who can apply for the IBS directorship at extramural research centers?**

 A. Professors or researchers from any universities or government-funded research institutes can apply for these positions, except professors from S&T specialized universities and researchers from government-funded research institutes in the Daedeok Innopolis region.

**1-11. If organizing a new research center, how should the organizational structure of the research center and the size of research budget be chosen?**

A. When creating an organizational plan for a new research center, the applicant should take into consideration the research theme and characteristics of his/her planned research to decide on the organizational structure of the research center. The applicant should also consider the number of co-directors and associate directors and suggest an appropriate research budget. During the evaluation process, the research budget may be adjusted through a review by the SEC. The research center’s annual budget will then be finalized, within the range suggested in the application, through an examination by the Research Review Committee at a later time.

**1-12. How do applicants estimate a reasonable size of budget for research centers
(① less than KRW 4 billion, ② more than KRW 4 billion and less than KRW 6 billion, ③ more than KRW 6 billion and less than KRW 8 billion ④ more than KRW 8 billion) as well as
start-up expenses?**

A. An appropriate size of research budget should include the average operational costs such as labor costs, direct costs, indirect costs, etc. excluding start-up expenses that will be provided in the first two years. Candidates should indicate the start-up expenses (for large-scale facilities and equipment) separately from the required research budget.

**1-13. How do I submit an application for co-directorship?**

A. Applicants should submit their applications with a Letter of Agreement attached as evidence that they have acquired approval from the managing director of the research center in which they intend to participate. However, the Letter of Agreement is not needed for HQ research centers in the fields of mathematics and theoretical physics.

**2. Selection of IBS Directors in Designated Research Areas**

**2-1. May I apply in other research areas during the application period of designated research areas?**

A. Yes.

**2-2.**  **How do I apply for a directorial position in a designated research area?**

 A. The application procedure for a designated research area is the same as the procedure for other research areas. Applicants should remember to check the box on the application indicating that they are applying for a designated research area (d research area is the sam).

**2-3. Can an applicant who has previously applied for other research areas also apply for a designated research area?**

 A. Yes. Please update and re-submit your application. However, the previous application will be automatically withdrawn upon submission of a new application.

**2-4. How many directors will be selected in the designated research areas?**

A. The number of directors is undecided. If there are no suitable candidates in some research areas, IBS will not appoint directors in those areas.

**2-5. Is the directorship evaluation process in designated research areas the same as the process in other research areas?**

A. Yes. The overall evaluation process is the same process, except that the research areas are specified.

**2-6. Can the plans for a designated research areas be modified?**

A. Yes. The designated research areas may be reviewed and modified from the original plans, especially if a suitable director cannot be found within two years after a job-opening notification was first announced.

**2-7. Should applicants in the fields of mathematics and theoretical physics select a HQ research center(s) only as a type of their research center?**

A. Yes. In principle, these applicants should select HQ research centers. If selected as a director, they must become full-time IBS employees (within two years). On the other hand, if these applicants prefer to apply for a campus or extramural research-center position, they must attach a separate Statement of Reasons.

**2-8. Should an applicant’s research plan include all of the detailed research themes listed in a specific designated research area?**

A. No. It is possible to include either part of or all of the detailed research themes listed in a designated research area. It is also possible to modify these themes if they are closely related to the designated research area. Also, in principle, HQ research centers specializing in mathematics and theoretical physics should have multiple directors (co-directors).

**2-9. Should the research plan for specialized research areas for campus research centers include only the listed research themes?**

A. No. Other research themes can be included if they are closely related to the specified research areas.

**3. Organization & Operation of Research Centers**

**3-1.** **What type of positions are held by IBS directors upon appointment?**

1. Refer to the table below.

***<Employment Types in each Research Center>***

|  |  |
| --- | --- |
| **Type of Research Center** | **Employment Type Held by Directors** |
| **HQ** | ∘ Permanent position at IBS∘ In principle, prospective directors of HQ research centers should leave their current affiliation before joining IBS. However, in unavoidable circumstances, they will be granted a grace period of up to 2 years |
| **Campus** | ∘ Temporarily posted to IBS while maintaining the current affiliation, or holding dual positions at the current affiliation and IBS  |
| **Extramural** | ∘ Temporarily posted to IBS while maintaining the current affiliation, or holding dual positions at the current affiliation and IBS  |

**3-2.** **How will labor costs (annual salary + statutory contributions) for directors be determined?**

 A. Labor costs for IBS directors will be determined in the negotiation process between the director and the IBS president.

**3-3.** **How will the research-center personnel be organized?**

 A. Research centers will be comprised of director(s), associate director(s), research fellows, researchers, student researchers and support staff, all of whom are required to conduct research in the same research location. Directors will hire research personnel and support staff at their discretion. In HQ and campus research centers, the research personnel and support staff’s employment will be finalized with approval from the IBS president following the IBS hiring process. Associate directors will go through the IBS internal qualification evaluation process before being appointed.

**3-4. What are the organizational structures of the One-Director / Multi-Director / Combined Systems?**

A. The One-Director System consists of one director and an associate director(s). The Multi-Director System consists of one managing director (directors rotates this position) and a co-director(s). In principle, the founding director performs the role of a managing director for the first five years, which is subject to change with a consultation from the directors. The Combined System consists of directors and an associate director(s).

|  |  |
| --- | --- |
| **① One-Director System** | **② Multi-Director System** |
| EMB000002c8319a | EMB000002c8319b |
| **③ Combined System** |
| EMB000002c8319c |

**3-5. Can the structure of a research center and the size of its budget be changed even after the organization of the research center has been finalized?**

A. Yes. Even after the organization of the research center has been finalized, the structure can be changed with approval from the Research Review Committee for IBS Research Centers. The size of the research budget can be adjusted based on the results of an evaluation of research outcomes (which will take place five years after the opening of the research center). Such changes need to be approved by the SEC before being finalized. If there is good cause for an increase in the initially-agreed upon research center’s budget during a specific research year, the decision needs to be approved by the Research Review Committee for IBS Research Centers.

**3-6. How do you define associate directors and what are their roles?**

A. Associate directors are senior-level researchers who demonstrate potential for conducting innovative new research, and who run their own research groups in collaboration with directors within their research centers. Associate directors are guaranteed research autonomy by being granted an independent research budget in a specified amount.

**3-7. When are the associate directors recruited and what is the selection procedure?**

A. Similar to the recruitment of directors, associate directors are recruited biannually. The schedules for the selection and evaluation of associate directors will be announced on the IBS homepage. Candidates for associate directors are recruited by open competition, and outside experts and directors from relevant fields will conduct a document-based review to recommend candidates for an in-depth interview. The recommended candidates will go through the IBS internal qualification evaluation, and only the candidates who are selected as final candidates will be appointed as associate directors. (IBS HQ is responsible for the recruitment and evaluation of candidates.)

**3-8.** **How will salaries for associate directors be determined?**

 A. Salaries for associate directors will be determined in the negotiation process with the IBS president once their appointment has been finalized.

**3-9.** **Are directors, associate directors, research fellows, and researchers required to work full-time?**

 A. Yes. Full-time commitment is mandatory. However, directors or associate directors who will transfer from other institutions will be granted a grace period of up to two years to ease the transition. (During this transition period, they may participate in IBS research either by taking a leave of absence from their current affiliation, or by being temporarily posted to IBS while maintaining their employment status with the affiliation. If directors or associate directors move from overseas institutions, they may work part-time at IBS after discussing such a work arrangement with IBS.

**3-10. Are directors and associate directors permitted to instruct classes?**

A. Directors may be allowed to instruct one class and/or students’ dissertations per year, and associate directors may be able to engage in such academic activities per semester.

**3-11. Are directors and associate directors permitted to undertake non-IBS projects while participating in IBS research?**

A. Directors and associate directors are generally expected to make a full-time commitment to IBS research. Newly-hired directors and associate directors should wrap up their other ongoing research within a period set by the IBS president. However, directors and associate directors may continue research that is deemed as a necessary international collaborative project as long as the IBS president approves the research.

**3-12.** **Can researchers who are currently involved in any Basic Science Research Programs commissioned by the National Research Foundation (NRF) of Korea apply for IBS director or associate director positions?**

A. Yes. They can. However, even after they are appointed for such positions, they will have to wait until their Basic Science Research Program ends in order to begin IBS research. (See the Implementation Plan of Basic Science Research Programs in 2014.)

**3-13. Should directors and associate directors work at the same location?**

 A. Yes. In principle, all research-center personnel (including directors, associate directors, research fellows, researchers, and other staff) should work at the same location.

**3-14. How is a research budget managed?**

A. IBS HQ is in charge of managing research budgets for HQ and campus research centers. Host institutions for extramural research centers manage the research centers research budgets.

**3-15.** **How is a research center's evaluation of research outcomes conducted?**

A. Research outcome evaluations will take place every three years. Newly-established research centers will have an interim assessment (similar to that of a consultation) two years after the opening of the research centers. Then, research centers are subject to an evaluation on a three-year basis.

**3-16.** **Are there any limits on a research center's operational lifetime?**

A. Research-outcome evaluations take place every three years to determine possible further funding for the research center.

**3-17.** **Who will own intellectual property rights and papers that result from research outcomes of a research center?**

A. The general rules regarding the ownership of research outcomes are as listed below. However, each case is different and parties involved may discuss further details accordingly.

***<Ownership of Research Outcomes by Type of Research Center>***

|  |  |  |
| --- | --- | --- |
| **Type of Research Center** | **Papers** | **Intellectual Property Rights** |
| **HQ** | IBS\* | IBS\* |
| **Campus** | IBS and the host institution for the research center need to be cited in the acknowledgement. | IBS and the host institution share the ownership. |
| **Extramural** | IBS and the host institution for the research center (or the author’s non-IBS affiliation) need to be cited in the acknowledgement.\*\* | IBS and the host institution for the research center (or the inventor’s non-IBS affiliation) share the ownership.\*\*\* |

**\*** If the author has been temporarily posted to IBS while maintaining their employment status with a university or a government-funded institution where they were employed before joining IBS, both IBS and the university or government-funded institution needs to be cited in the acknowledgment. IBS owns any intellectual property rights over the paper.

**\*\*** If the author is temporarily posted to the host institution from another institution, IBS must be cited in the acknowledgment and the author’s affiliation and the host institution should discuss as to who should be cited in the acknowledgement.

**\*\*\*** If the inventor is temporarily posted to the host institution from another institution, the inventor’s affiliation and the host institution should comply with their agreement to decide who will own the remaining share of intellectual property rights, excluding those shares which belong to the IBS.

**3-18.** **What happens if a director is unable to discharge work duties due to retirement, removal from the position, or an accident?**

A. In principle, the research center should close down, unless the research center is able to adopt either the Multi-Director System or it can appoint a successor in time. Even after the close-down of a research center is determined, IBS may still offer necessary support, including research budgets, research space etc. in order to assist research-center personnel with the closing-down preparation.