

Application Guidelines for Associate Professor (Tenure Track),
The Department of Electrical Engineering and Computer
Science, Faculty of Engineering,
Tokyo University of Agriculture and Technology

1. General Overview

The Department of Electrical Engineering and Computer Science, Faculty of Engineering, Tokyo University of Agriculture and Technology (TUAT) invites applications for the position of Associate Professor (tenure-track) position in Computer Sciences. This recruitment is based on the policy of “systematic increase of foreign faculty members” as part of the realization of diversity and inclusion under the President’s leadership. The term of tenure-track is five years. The appointee will be affiliated with the Institute of Engineering and will lead an independent research group (lab). The appointee will receive preferential treatment in the allocation of start-up funds for the initial launch of the lab and in administrative support etc. In addition, the position will provide an environment in which the appointee can focus on his/her research, and reduce the burden of teaching (lectures) and administrative work. The appointee is expected to teach courses in his/her area of expertise and to supervise graduate students in the research group. A tenure review will be conducted in the third and fifth years of the tenure track period. If the review indicates that the appointee is appropriate, he/she will be promoted to tenure. The appointee with significant accomplishments may be promoted to tenure in the third year. Under TUAT’s tenure-track system, we guarantee tenure to all who deserve it. The evaluation criteria are established within six months of appointment, and the tenure review evaluates the appointee’s contributions to research and teaching. As described later, the salary of a tenure-track appointee is approximately the same as that of a tenured faculty member.

2. Recruitment Field

TUAT seeks an outstanding individual in computer science. The successful candidate is expected to have good prospects for tackling global challenges such as food, energy, and life science, which are the main research of the Tokyo University of Agriculture and Technology.

3. Qualifications

Applicants must meet all of the following qualifications.

- 1) Applicants meet either ① or ② below
 - ① Those who have completed the doctoral (Ph.D) course of higher education equivalent to doctoral course in countries other than Japan.
 - ② Those who have sufficient research experience (5 years or more) at overseas research institutions.
- 2) Within ten years after obtaining a doctoral degree (Ph.D.) at the time of appointment
- 3) Ability to conduct international joint research and to write internationally co-authored papers.
- 4) Enthusiasm and capability to get research funds from countries other than Japan.

Japanese proficiency is not required at the time of appointment.

4. Selection policy

TUAT's selection process emphasizes the following elements:

- Whether the candidate has made internationally recognized, outstanding achievements in the research fields.
- Whether the candidate can contribute to education in our department (undergraduate) and the graduate school.
- Whether the candidate is engaged in original research that has societal impact.
- Whether the candidate can contribute to international joint research and publish internationally co-authored papers.

In addition, to promote diversity and inclusion at TUAT, we will actively recruit researchers from countries other than Japan.

5. Startup and Research Budgets, Research Space

The appointee will be provided with 9 million yen (4.5 million yen for the first year and another 4.5 million yen for the second year) as a startup fund. For the remaining years, annual research budget equal to that of the tenured faculty will be provided. Independent research space (lab) will be provided.

The employment of a bilingual administrative assistant (group/lab secretary) will be financially supported. TUAT may assist the appointee in improving his/her Japanese language skills during the tenure-track period.

6. Additional Duties and How Tenure is Granted

It is desirable that the appointee advance research leading to international joint research or internationally co-authored papers.

Mid-term evaluation will be conducted during the third year of appointment; particularly outstanding appointees will be promoted to tenure at this time. A final evaluation will be conducted in the fifth year. Under the tenure-track system, TUAT guarantees tenure to all who deserve it; those who have achieved excellence will all be promoted to tenure. Those who do not pass the final evaluation will resign at the end of the tenure-track period but will be allowed to enroll at TUAT as a Project Associate Professor for up to one year.

7. Teaching Profession

As a future tenured faculty member, the appointee will be responsible for the education of TUAT students. Therefore, there is a requirement to give class(es) in their field of expertise as well as to guide graduate students in their research activities.

In terms of teaching, the candidate must be able to give lectures in English on specialized topics and basic specialized topics in undergraduate courses and courses offered by the Department of Electrical Engineering and Computer Science in graduate courses, taking into account the nature of the research field.

8. Salary

The annual salary will be approximately 6,300,000 to 7,000,000 yen. This is roughly equivalent

to the salary of tenured associate professors, and the exact amount will be determined based on the TUAT regulations, taking into account the appointee's previous career and achievements.

9. Institute of Affiliation and Place of Work

Affiliation: Institute of Engineering, Tokyo University of Agriculture and Technology

Name of Institution: Tokyo University of Agriculture and Technology

Type of institution: National University Corporation

Location: 3-8-1 Harumi-cho, Fuchu-shi, Tokyo 183-8538, Japan

Place of work:

Koganei Campus, 2-24-16 Naka-cho, Koganei-shi, Tokyo 184-8588, Japan

Type of job: Associate Professor

Working arrangements: Full-time

10. Duration of Tenure-track Period

Five years from the date of the appointment

(Based on research and teaching performance during the tenure-track period, the appointee will be promoted to tenure if he/she is found to meet certain criteria in the tenure evaluation.)

11. Time of Appointment

As soon as possible after Apr.1, 2025.

12. How to Apply and Documents Required

Please submit the application documents listed below to the following contact email address. A confirmation email will be returned. We do not accept applications by postal mail. Please read the information below before applying.

Personal information related to applications will be handled in accordance with the Personal Information Protection Law and the TUAT regulations. The application will not be disclosed; However, it may require inquiries for the selection process. Please note that application material's will not be returned.

<Application Documents>

- 1) Application Form (Please attach a photograph. Download the form below, convert it to PDF then submit it.)

Link to the application form: <https://docs.google.com/document/d/13vmTNAv-cNdyVDRShvAxT4GGGJRcHvLx/edit?usp=sharing&oid=103746306429802901821&rtpof=true&sd=true>

- 2) Curriculum vitae (Please attach a photograph. Download the form below, convert it to PDF then submit it.)

Link to the application form:

https://www.tuat.ac.jp/en/outline/kyousyoku/kyouin/curriculum_vitae.html

- 3) Reprints of major publications (PDF) (up to 5; at least 1 is required)
- 4) Summary of previous research results (PDF) (in English, up to two A4 pages including figures)

- 5) Overview of research plan at TUAT (PDF) (in English, up to two A4 pages format including figures)
- 6) Educational achievements and plan (PDF) (in English, up to one page of A4 format)
- 7) Letters of recommendation, if any (PDF) (on A4-size paper, free format, either signed or sealed by the recommender. The recommendation letter may be written in Japanese.)

Important Notes

- 1) Application materials may be sent in multiple emails to reduce the data size of each email.
- 2) Letters of recommendation should be sent directly from the recommenders to the following contact email address.

13. Deadline for Application

December 15, 2024, 11:59 p.m. (Japan time)

14. Selection Schedule

Pre-selection (review of application materials): Late Dec., 2024

Final selection (interview on Zoom): Early Jan., 2025

Appointment: After April 1, 2025

15. Inquiries (including contacts for general questions on application)

e-mail: eeecs-intl-rct@m2.tuat.ac.jp

Prof. Ikuko Shimizu, Chair of Personnel Committee for Associate Professor (tenure-track) in
Department of Electrical Engineering and Computer Science

Department website:

<https://www.eecs.tuat.ac.jp/en/>

16. Other

Based on the Foreign Exchange and Foreign Trade Act, TUAT conducts security checks when hiring new staff. We, therefore, ask you to provide information necessary for the security check. As a result of reviewing the information, if the applicant falls under any regulatory requirements, we may ask you to change the scope of your desired education and research. Additionally, if the Ministry of Economy, Trade and Industry disapproves TUAT's request to approve your acceptance, our offer to you may be canceled.