

NATIONAL SUN YAT-SEN UNIVERSITY

College of Management Academic Regulations for Activity Subsidies

Approved by the 11th College of Management Heads Meeting on April 24, 2013, School Year 101.

Approve by the 4th College of Management General Meeting on April 30, 2013, School Year 101.

Authorized by the president on August 14, 2013.

I. (Purpose)

The present regulations are especially formulated to promote academic research and exchange activities organized by National Sun Yat-sen University (NSYSU) College of Management (hereafter referred to as “the College”).

II. (Subsidy condition and items)

Academic units of the College shall apply to the university’s Office of Research and Development and/or Operation Center of Industry and University Cooperation for subsidies according to relevant university regulations as well as the commissioning unit’s project guidelines before applying to the College for subsidies.

The present regulations are for subsidies of various academic activities of the College. Subsidized items include organizing academic conferences and thesis publications, planning large-scale integrated projects, encouraging faculty members of the College to apply for industry-academia collaborations, and other research projects.

III. (Academic seminar subsidies)

Academic seminar subsidies are categorized into six grades (from NT\$ 50,000 to 300,000) on a case by case basis. The maximum amount of subsidies is NT\$ 300,000 with the condition that at least one-fourth and at least three theses must be published by faculty members or students of the College. Formal international academic conferences organized by departments of the College that have been recognized by the College’s faculty evaluation committee are exempt from this provision.

Subsidized amounts shall be determined by the faculty evaluation committee based on numbers of theses published in conferences, grading standards of theses published by faculty members and students of the College, and subsidizing conditions of the Office of Research and Development.

The “international academic conferences” mentioned in the first item of the present article shall conform to the following university regulations: (1) The number of a conference’s foreign lecturers (from at least three continents or more) must account for at least 20% of the total number of lecturers; there must be more than 100 participants in a conference; the duration of a conference must be more than two days; thesis composition and presentation shall be in English; and there shall be a public call for papers of a conference as well as a review procedure; (2) the subsidy amount is limited to 50% of that of a fundraising amount and shall not exceed NT\$ 300,000; and (3) the amount of subsidy may be reduced for other international meetings based on the scales of the meetings.

IV. (Subsidies for organizing large-scale integrated projects of the Ministry of Science and Technology)

Faculty members of the College who apply for subsidies to organize large-scale integrated projects of the Ministry of Science and Technology (MOST) must attach a One Year Research Proposal and a MOST Review Opinion Form when they apply to the College for supports and improvements of research. The subsidy to each sub-project is limited to NT\$

8,000 and each project NT\$ 50,000 with the subsidies limited to compensate for “operation costs.” The previously described large-scale integrated projects refer to the MOST projects and at least one-third of project director or principle investigators of a project or its sub-projects shall be teaching staff of the College in order to apply for subsidies.

V. (Subsidies and rewards for industry-academia collaborations)

To encourage faculty members of the College to actively apply for the MOST industry-academia collaborations, faculty members who have applied for but not received the MOST’s subsidies for research proposals shall attach a One Year Research Proposal as well as the MOST Review Opinion Form and apply to the College for supports and improvements of research. The maximum subsidy for part-time assistant costs and operation costs is NT\$ 30,000 per application. A faculty member may be subsidized twice at most per year with a maximum of NT\$ 50,000 in total.

Faculty members of the College who have applied for the university’s industry-academia collaborations (recognized by the Operation Center of Industry and University Cooperation) but have not been subsidized shall submit an Industry-Academia Collaboration Proposal, the Industry-Academia Collaboration Unit Review Opinion Form, a Notice of Approval Results, or other relevant documents of proof to the College to apply for supports and improvements of research. The maximum subsidy for part-time assistant costs and operation costs is NT\$ 20,000. A faculty member may be subsidized three times at most per year with a maximum of NT\$ 50,000 in total.

For research supported for improvements by the College previously mentioned in the present article, an electronic and a paper copy of each final report of such research shall be submitted to the College within one month after subsidy verification to serve as references for approval/disapproval of the next year’s application. If the final reports are not submitted or do not contain research improvement details, the respective faculty members may not apply for subsidies for the following year.

A faculty member of the College who has received a reward in accordance with “NSYSU Guidelines for Implementation of Industry-Academia Incentives” established by the Operation Center of Industry and University Cooperation shall have one-half of the operation costs subsidized by the College. This subsidy is the same as that given to other university-level industry-academia awardees of this university.

VI. (Department/institute subsidies appropriated from administrative overheads)

To encourage faculty members of departments/institutes in the College to actively apply for the aforementioned industry-academia collaborations, approved proposals shall be supplemented with college-level administrative overheads as incentives and shall be utilized by departments/institutes. The present provision of appropriated department subsidies shall be effective for two years following the implementation of the present provision.

Verifications of department subsidies appropriated from college-level administrative overheads shall comply with relevant regulations.

VII. (Application criteria and limitations)

The applicants/applying units for items specified in Article III and IV of the present regulations refer to departments in the College, various research centers, and research teams that have officially registered with the university. In compliance with financial independence and audit regulation principles, applicants/applying units for items specified in Article V refers to full-time faculty members of the College and do not include various research centers or research teams who have officially registered with the university.

VIII. (Application deadline and documents for review)

Applicants for subsidies of academic conferences, large-scale integrated projects, and industry-academia collaborations shall submit activity subsidy application forms of the respective semester (please see the attached NSYSU College of Management Academic Activity Subsidy Application Form) and research or activity proposals (including budget estimation sheets) to the college office prior to the specified deadline. Late applications will not be accepted. The proposals shall include intended activity outcomes, contributions, and other relevant significant items to facilitate review process.

The three aforementioned applications are open when a semester begins (in September for the 1st semester and in February for the 2nd semester). Application deadline is the last Friday in November for the 1st semester and the last Friday in May for the 2nd semester. Review results shall be given by the College's faculty evaluation committee one month after review. The source of funds is the College's in-service special course balance.

IX. (Application notes)

To make the review successful and to avoid disputes, applicants may entrust committee representatives in their respective departments to represent them in review meetings and summarize activity or research proposals. If no summaries are provided, the faculty evaluation committee shall make final decisions.

X. (Implementation, verification, and reports)

Applicants shall be responsible for information and implementations of research projects.

Applicants shall make advance payments for subsidized items and proceed with verification for reimbursements according to relevant accounting regulations of the university in the same semester. Applicants shall each submit the electronic files and hardcopies of thesis volumes to the College. Theses published by faculty members of the College shall be included in NSYSU College of Management Recent Academic Activity Outcomes and be logged into the system on Internet.

Theses shall be written in the format and layout provided by the College. The format is issued by the faculty evaluation committee.

If an activity is unable to be implemented according to its proposal, or its final report is not enclosed as specified in the present regulations, the subsidy shall be terminated.

XI. (Implementation and revision)

The College General Meeting shall review the result of this regulation after a two year trial to determine whether the regulation shall be continued.

The present regulations shall be implemented following approvals of college general meetings and publicized by the college dean with the authorization of the president. The same procedure shall be carried out when amendments are to be made.