

National Chengchi University's Rules Governing Subsidies for Invitation of Distinguished Teaching and Research Personnel

Articles 5 and 8 revised and approved by the 7th meeting of the 7th University Funds Management Committee (June 9th, 2014) and Administration Meeting No. 654 (August 4th, 2014)

Article 1 National Chengchi University (hereinafter referred to as "the University"), sets forth these for the purpose of improving teaching and research standards and academic internalization.

Article 2 The University's schools, departments, graduate institutes, programs and research centers (hereinafter referred to as entities) may, in accordance with these Rules, invite internationally distinguished teaching and research personnel for short-term lectures or research projects.

Article 3 The invited personnel shall be:

- a) a scholar or expert of renown employed by an university or research institute, and
- b) whose academic specialty would improve teaching and/or research of the applying entity.

Article 4 Duration for the invited personnel's academic activities within the University shall be at least 7 days and no longer than 60 days. The purpose of the visit shall be:

- a) to hold student-faculty forum(s) or lecture(s) on academic subject(s) that require improvements in Taiwan,
- b) to provide credit course(s), or
- c) to work jointly with the University's faculty member(s) and/or student(s) on research project(s) and/or academic paper(s).

A by case approach may be adopted under exceptional circumstances.

Article 5 Application for an invited personnel's visit shall be submitted to the Office of Research and Development (hereinafter referred to as the "R&D Office") no less than two months prior to the personnel's arrival. The application shall be comprised of the following documents:

- a) application form
- b) basic information of the invited personnel and other relative certifications (e.g. education and employment records, awards, and selected bibliography)
- c) description/details for the planned academic activity.

Exceptional circumstances notwithstanding, entities shall apply for subsidies from the Ministry of Technology or organizations other than the University before applying for the subsidies governed by these Rules.

Article 6 Subsidies governed by these Rules may cover compensations, travel, lodging and other expanses. Formula determining the amount of these subsidies shall be established separately.

Article 7 Reimbursement

Subsidized entities shall, within one month of the invited personnel's departure, apply for reimbursement in accordance with related accounting regulations. A summary report shall be submitted to the R&D Office for online release.

Article 8 Changes to Approved Projects

Approved projects to receive subsidies shall be carried out within the year on which they are approved. Corresponding revisions shall be made in the case of change, delay or cancellation.

Article 9 Subsidies governed by these Rules shall be financed by the five self-raised incomes under the University Funds.

Article 10 These Rules shall take effect, and be amended, upon the approval of the Administration Meeting and the University Funds Management Committee.