

Yuan Ze University Regulations on the implementation of industry–academia collaborations (IACs)

Jul 24, 1990:	Adopted at the 26th Administrative Council Meeting, Academic Year 1990
Dec 19, 1994:	Revised and adopted at the 20th Administrative Council Meeting, Academic Year 1994
Jul 14, 2003:	Revised and adopted at the 19th Administrative Council Meeting, Academic Year 2002
Dec 5, 2005:	Revised and adopted at the 7th Administrative Council Meeting, Academic Year 2005
Nov 16, 2009:	Revised and adopted at the 5th Administrative Council Meeting, Academic Year 2009
Nov 21, 2011:	Revised and adopted at the 6th Administrative Council Meeting, Academic Year 2011
Mar 19, 2012:	Revised and adopted at the 11th Administrative Council Meeting, Academic Year 2011
Nov 19, 2012:	Revised and adopted at the 7th Administrative Council Meeting, Academic Year 2012
May 13, 2015:	Revised and adopted at the 21st Administrative Council Meeting, Academic Year 2014

- Article 1 These regulations are specifically formulated to promote joint technological research and development between the industry, government, and academia, thereby benefitting the country’s overall industrial and economic development. The regulations are in accordance with the Ministry of Education’s “Regulations for the Implementation of IAC Projects.”
- Article 2 The IAC participants defined in these regulations include the academia, industry, foundations, government agencies, and other units.
- Article 3 IAC projects are created when YZU faculty members voluntarily apply for such undertakings or are being entrusted by the parties stated in Article 2 above for the undertaking.
- Article 4 The allocations of authority and responsibilities of the various YZU units in handling IAC projects are as follows:
1. *Office of Research and Development (ORD)*: Responsible for IAC business promotions, review of IAC contracts, payment applications, project management, and other related businesses.
 2. *Project leaders*: Responsible for the negotiation of IAC plans, drafting of contractual contents, fund utilization, management, control, and implementation of plans.
 3. *Supervisors of the various affiliated units*: Responsible for the IAC planning of their respective units, funding approval and transfers, administrative support, and supervision of plans being implemented.
 4. *Secretariat Office*: Responsible for the printing of IAC contracts for signing.
 5. *Personnel Office*: Responsible for reviewing the qualifications and salaries of research assistants being hired, handling of their attendance at work and insurance benefits, and other related businesses.
 6. *General Accounting Office (GAO)*: Responsible for auditing the revenue and expenditure of IAC funds, accounting, preparation and settlement of certified accounting reports, and planning of the allocation of management fees.

Article 5 Implementation procedures for IAC projects:

1. The contractual documents prepared by the project leaders shall first be verified and endorsed by the supervisors of their respective faculty/institution. After being reviewed by the ORD, the contractual documents shall be forwarded to the Secretariat Office for printing and preparation for contract signing.
2. After contract signing, the ORD shall forward the contractual documents to the commissioning units.
3. A copy of the contractual documents and list of approved funds shall be sent to the project leaders and the GAO.
4. The project leaders shall, in accordance with the provisions of the contractual documents, notify the ORD to process their requests for project funds based on the progress of project implementation.
5. The project leaders shall initiate the submission of an application to the ORD whenever there are any revisions to the utilization of project funds or extensions of the project implementation period.
6. At the end of the project execution period, the project leaders shall submit all outstanding applications for reimbursement of funds and complete all closing matters within three months from the date of expiration at the latest.
7. After the contracts have come into effect but the project implementation funds have yet to be allocated to YZU's special account, the project leaders may borrow funds in installments in accordance with YZU's loan procedures. However, the amount that can be borrowed for each period shall be capped at 50% of the current amount stipulated in the contractual documents. If the final contractual payment has to be made after the completion, delivery, and acceptance of the project results (including the fund revenue and expenditure report), the amount of advance funds need not be subjected to the aforementioned regulation limiting it to 50% of the current contractual amount.
8. IAC projects by the affiliated research centers shall be handled in accordance with the "YZU's Regulations on the Establishment and Management of Research Centers."

Article 6 The withdrawal of management fees shall be handled in accordance with the "YZU's Listed Standards for the Management Fees of Research Projects."

Article 7 Completion of IAC projects and the distribution, utilization, and management of balance funds:

1. After the implementation of the IAC projects, project leaders shall follow the proper procedure and complete the application forms for project closure (government agencies and incorporated foundations are exempt from this regulation).
2. The balance funds referred to in this regulation refers to the funds remaining after completion of the closure procedure and reimbursement procedure for the necessary expenses of the IAC projects. The following principles shall be abided by for the processing of such funds unless otherwise stipulated by law or the commissioning unit:
 - i. *Review:* The application by the project leaders must first be verified by the supervisors of the affiliated units. The procedures for transferring the balance funds shall be processed after review and approval by the ORD supervisor.
 - ii. *Allocation:* The balance funds shall be repeatedly used by the project leaders until they resign or retire. If a surplus remains, the balance amount shall be allocated to general use by YZU.
 - iii. *Utilization:* The balance amount shall be utilized for projects actually related to research and development, and shall not be put to the personal use of faculty members.

- iv. *Management:* The GAO shall set up a special account to manage and control the balance amount, and the write-off of the balance amount shall be handled in accordance with the relevant regulations of the commissioning units.

Article 8 The monthly remunerations of general faculty members and project leaders or collaborative researchers shall be calculated on a combined basis to give fair consideration to both teaching and service personnel. The maximum amounts shall not exceed their current YZU salaries (including basic salary, academic research fees, and YZU allowances).

Article 9 Handling of project assets and outputs

1. Books, instruments, and equipment purchased as part of the project shall belong to YZU and be included under its properties for management.
2. If the results of project implementation involve the acquisition, lease, or assignment of patents and other rights and interests and there is a prior agreement, the agreement shall be followed. If there is no prior agreement, these shall be handled in accordance with the provisions of “YZU’s Regulations on the Management of Research and Development Results and Technology Transfers.”

Article 10 Implementation of the various projects shall comply with the specifications in the respective contractual documents. All responsibilities or consequences arising from failures at implementation shall be borne by the project leaders, who shall also face the penalties to be meted out by YZU.

Article 11 These regulations, as well as all subsequent revisions therewith, shall be duly adopted by the Administrative Council prior to implementation.