

Procedures for Ming Chuan University Research Guidance

Passed at the Administrative Council Meeting on July 15, 2010

Revised and Passed at the Administrative Council Meeting on May 27, 2013

Revised and Passed at the Administrative Council Meeting on May 5, 2014

Revised and Passed at the 312th Administrative Council Meeting on June 6, 2016

Revised and Passed at the 349th Administrative Council Meeting on October 1, 2018

Revised and Passed at the 166th Expanded Administrative Council Meeting on June 3, 2019

Revised at the 421st Administrative Council Meeting on March 7, 2022

Passed at the 434st Administrative Council Meeting on November 14, 2022

Article 1 These procedures were established to assist full-time (Special Program) assistant professors or instructors to do research so as to increase its quality and quantity.

Article 2 Herein, research guidance refers to the requested faculty members finding a partner to be an advisor for research guidance and assistance.

Article 3 Depending on the needs of increasing research quality or quantity, MCU full-time (Special Program) assistant professors or instructors may submit their research guidance applications to the Research and Development Division before the end of October every year. After the application is accepted, the guidance period is 2 years.

The application timeline is to be announced by Research and Development Division.

Article 4 The advisor should assist the requesting faculty members in writing and co-presenting papers or **National Science and Technology Council (NSTC)** grant proposals so as to increase their research capacity.

Article 5 During the period of guidance, faculty members who submit a paper to SCI, SSCI, A&HCI, EI, TSSCI equivalent academic journal or a **NSTC** grant proposal, can apply for Faculty Members Research Guidance Reward based on the research results.

Any equivalent academic journal, in line with the paragraph above, should be approved by the relevant discipline through the Research and Development Division.

If the submission date of the paper in the first paragraph is within one year prior to the application for the guidance period, the related achievement can be used to apply for Faculty Members Research Guidance Reward.

Article 6 The advisor may be issued one fourth of the total research award for any paper co-published in SCI, SSCI, A&HCI, EI, or TSSCI in accordance with Article 10 of MCU Research/Study Reward Application Procedures for Full-time Faculty Members.

Any paper co-published in an equivalent academic journal by the advisor and the assistance-requesting faculty member will be rewarded with 8,000 NTD.

The assistance-requesting faculty member should be the principle investigator and the

advisor should be the co-investigator for the **NSTC** grant proposal submitted by them. Once the proposal has been granted, the advisor will be awarded with 20,000 NTD.

Article 7 The research cases raised under this guideline are to be reviewed by the university review committee.

The committee is chaired and convened by the Vice President for Academic Affairs. The Committee consists of the Secretary General, the Dean of Academic Affairs, the Executive Director of Research and Development Division, the Executive Director of the Human Resources Division and the Deans of individual schools. When committee members are also applicants, they are to be requested to abstain from review of their own cases.

Committee members serve without remuneration.

Article 8 Upon being passed at the Administrative Council Meeting and approved by the president, these procedures were implemented. Any revision must follow the same procedure.

****In the event of any inconsistency or discrepancy between the Chinese and other language versions of this document, the Chinese version shall prevail.****