

# 東海大學研究發展處發展基金設置與管理辦法

## Regulations Governing the Establishment and Management of the Development Fund at the Office of Research and Development

100年12月24日校長核定通過  
Approved by the President on December 24, 2011

- 第一條 為提昇東海大學（以下簡稱本校）未來發展競爭力，鼓勵本校教師在學術研究、教學、社會服務等方面有更傑出的表現；改善產學能量，提昇本校在國際學術交流；以及與相關研究單位之聯繫和產官學界之合作，特設置東海大學研究發展處發展基金專款及管理辦法（以下簡稱本辦法）。
- Article 1 Regulations Governing the Establishment and Management of the Development Fund at the Office of Research and Development (hereinafter referred to as the “Regulations”) is formulated in the spirit of enhancing Tunghai University's (hereinafter referred to as the “University”) competitive edge in the future, encouraging faculty members at the University to obtain greater achievements in the academia, teaching, social services, improving industry-academia capacity to increase the number of international academic exchanges at the University, and facilitating contacts with related research units and government-industry-academia collaborations
- 第二條 研究發展處（以下簡稱本處）不定期向外界募款方式為之，並配合本校會計規定設置專款專帳。專款之收支規定，皆依學校會計制度辦理。
- Article 2 Office of Research and Development (hereinafter referred to as the “Office”) periodically raises funds through external sources and establishes dedicated funds in accordance with the University's accounting regulations. Rules on the income and expenses of dedicated funds are in accordance with the University's accounting system.
- 第三條 捐款人（單位）得以現金、劃撥、信用卡或支票等方式將款項捐贈至專款中。捐款時可指定或不指定捐款用途。
- Article 3 Contributors (units) can donate to the dedicated funds with cash, postal remittance, credit card, and check. Contributors can choose to specify or not specify the purpose of their donation when donating.
- 第四條 每筆捐款，得由本校出納組開立「捐贈證明」給予捐款人。
- Article 4 For each donation, the University Cashier's Office may issue a “Donation Certificate” to the contributor.
- 第五條 專款之各筆捐款得以累積，不依學校會計制度之年度預算方式於當年度將經費核銷。
- Article 5 Contributions to dedicated funds may be accumulated. Unlike the University's accounting system on annual budget, the funds will not be written off in the same fiscal year.
- 第六條 本發展專款，主要用於下列各項：  
一、改善本校教學研究之相關設備和圖書典藏。  
二、延攬知名專家學者及實業人士到校短期講習。

- 三、舉辦學術研討會、演講活動。
- 四、產學相關推廣教育。
- 五、依捐款人指定用途使用之。
- 六、其他本校研究發展相關業務之用途。

Article 6 The dedicated Development Fund is mainly used for the following purposes:

1. Improve the University's teaching and research facilities and library collection.
2. Invite renowned experts, scholars, and industrialists to give short courses.
3. Organize seminars and speeches.
4. Industry-academia continuing education.
5. Used for purposes specified by contributors.
6. Matters related to the University's other research developments.

第七條 本專款之使用得依本辦法第六條所列專款用途之項目擬定細部工作計劃書並編列預算，並經本處研究發展基金管理委員會審核通過後，方可提領使用。

Article 7 The utilization of the dedicated fund shall be in accordance with the specific project items listed in Article 6 of this Regulation. Detailed work plans and budgets must be formulated, and the funds can be withdrawn for use only after approval by the Research and Development Fund Management Committee of the Office.

第八條 本處研究發展基金管理委員會（以下簡稱本委員會）組成為研發長、副研發長、附屬中心主任及本處各組組長組成。必要時，研發長呈請校長核示另聘請本校教師一至二名為臨時委員參與會議。本委員會除審核基金使用申請，並為本辦法制訂與修訂之當然委員。

Article 8 The Research and Development Fund Management Committee of the Office (hereinafter referred to as the "Committee") consists of the Dean of Research & Development, the Deputy Dean of Research & Development, Director of the Affiliated Center, and division heads at the Office. When necessary, the Deputy Dean of Research & Development may request the President's approval to appoint one to two additional temporary committee members from the University's faculty to participate in meetings. Apart from carrying out reviews on fund utilization applications, the Committee is the ex officio member of the formulation and amendment of the Regulations.

第九條 本辦法提報校長核備後實施。

Article 9 The Regulations herein shall be promulgated after submission for approval is reviewed and archived by the President.