**Guidelines for Faculty Research Incentives in the Department of Information Management, Chung Yuan Christian University**

by the Departmental Affairs Meeting

on May 19, 2010

(Meeting No. 982-4)

1. Purpose:

To encourage full-time faculty members of the department to engage in academic research and enhance the academic reputation of the department, these research incentive and subsidy guidelines are established.

1. Eligibility:

Full-time faculty members of the department conducting academic research under the department’s name may apply for incentives or subsidies as specified below.

1. Research Incentives:

Incentives are granted for publishing papers in domestic and international journals. The application limit per faculty member is NT$25,000 per academic year.

* Papers published in SSCI, SCI-E, EconLit, A&HCI, TSSCI, or EI journals: NT$10,000 per paper.
* Papers published in peer-reviewed domestic and international academic journals: NT$5,000 per paper.
* Principles for Distributing Rewards:
	+ If the applicant is the first or corresponding author of the paper, the full reward amount will be granted.
	+ If the applicant is the second author, half of the reward amount will be granted. Other authors will receive one-third of the reward.
	+ For co-authored works among department faculty, only one application is allowed.
* Application Procedure: Applicants must complete the application form and attach relevant supporting documents. The application must be approved by the department chair before the reward is granted.Applications must be submitted within six months of the paper's publication. Late applications will not be subsidized.
1. Research Subsidies:

Research subsidies cover expenses such as submission review fees, language editing fees, conference attendance fees, or registration fees for international conferences (cannot be combined with subsidies from the National Science Council). The application limit per faculty member is NT$20,000 per academic year.

* All expenses must be reimbursed with official receipts or remittance slips issued by the organizing institution.
* Unused quotas for the current academic year cannot be carried over to the next academic year.
1. To expedite compliance with AACSB requirements and encourage collaborative research, faculty members who produce work that improves the department's AQ standards will be granted NT$12,000 for each such publication. The principles for distribution remain the same, but this is exempt from the annual application limit.
2. Miscellaneous:

Reimbursement of all expenses under these guidelines must comply with university regulations. All submitted receipts must be approved by the university’s Accounting Office. Matters not specified herein shall be handled in accordance with relevant regulations.

1. Implementation:

These incentive and subsidy guidelines apply starting August 1, 2010.

1. Establishment and revisions of these guidelines must be approved by the Departmental Affairs Meeting and announced by the department chair for implementation.