

Regulations for Revenue and Expenditure Management of Fee-Based Research Platform of University-Level Research Center

2020.01.09 Passed in the 6th Administrative Meeting of the 108th academic year

2020.02.06 Announced in the GaoYiYanFaZi No. 1091100201 Letter

2020.10.08 Passed in the 3rd Administrative Meeting of the 109th academic year

2020.10.30 Announced in the GaoYiYanFaZi No. 1091103449 Letter

- Article 1 Kaohsiung Medical University (hereinafter "KMU") hereby establishes the Regulations for Revenue and Expenditure Management of Fee-Based Research Platform of University-Level Research Center (hereinafter "the Regulations") to ensure effective management and utilization of the service income from the fee-based platforms of a university-level research center (hereinafter "the Center").
- Article 2 In the Regulations, the term "fee-based research platform of a center" (hereinafter "the Research Platform") refers to the Research Platform that each center opens to the public and charges a fee for. The fee-charging targets are personnel other than those belonging to the center affiliated with the research platform.
- Article 3 The fee items and standards for the Research Platform, after being reviewed and passed by the university-level research center meeting convened by the Office of Research and Development, and upon obtaining the President's approval, are announced and implemented. The same applies to any amendments or cessation of charges. Centers are not permitted to charge fees externally without approval.
- Article 4 The instruments belonging to the Research Platform should be managed by a dedicated equipment teacher and equipment manager at each center. The equipment teacher, a full-time faculty member of KMU, provides services like experimental design and problem consultation. The equipment manager, who may be a research staff member of the center, is responsible for teaching operations, maintenance, and management.
- Article 5 The revenue and expenditure management of the Research Platform follows "The Cost Review Sheet for New or Amended Fee Items of the Fee-Based Research Platform of University-Level Research Center" (as shown in the appendix). The funding sources for the research platform include the school's budget and self-raised funds.

The cost items for the Research Platform include:

1. Personnel costs
2. Consumable costs
3. Depreciation
4. Maintenance
5. Utilities
6. Other cost items
7. School management fee: Twenty percent of the total amount of items one to six.

The surplus of the Research Platform is the income minus the aforementioned cost items, with forty percent allocated to the school and the remaining sixty percent available for discretionary use by the Center affiliated with the platform. For the self-raised funds part of the Research Platform, the amounts of costs in paragraphs one to seven in item three are to be returned to the Center affiliated with the platform in the next academic year and should be budgeted for expenditure. However, if the funds from external projects are required to be returned, the returned amount should be deducted.

Article 6 Utilization of Funds for the Research Platform:

1. The annual fee report of the Research Platform is provided by the Cashier Division of the Office of General Affairs. The Office of Research and Development, in conjunction with the Centers, verifies the report for accuracy and calculates the surplus. After obtaining the President's approval, the surplus is allocated to the budget for the next academic year, allowing each Center to budget for necessary personnel costs, business expenses, and equipment costs.
2. The budget not used in the current academic year can be allocated for the next year. For Research Platforms that cease operation, the unused portion of their budget is returned to the school.

Article 7 The original payment slip should be submitted back to the center affiliated with the platform, and each center must properly retain the payment slip for recordation.

Article 8 Matters not covered by the Regulations are handled in accordance with the relevant provisions of KMU.

Article 9 After being reviewed and passed by the Administrative Meeting, the Regulations shall be implemented from the date of announcement, and the same applies to amendments.

” English version is for reference only, Chinese version the shall prevail.”