**Fu Jen Catholic University**

**Regulations Governing the Reduction of Basic Teaching Hours to Encourage Research**

Passed at the Sixth Meeting of the Executive Council for the 2012-2013 Academic Year on March 7, 2013

Amended at the Tenth Meeting of the Executive Council for the 2013-2014 Academic Year on July 17, 2014

Article 1: Goals

These Regulations were formulated to encourage full-time instructors (excluding clinical instructors and recently appointed instructors already granted a reduction of teaching hours) to actively produce research and to enhance the results and effectiveness of academic research.

Article 2: Eligibility

An instructor must satisfy the requirements below in order to be eligible to apply:

1. Within the past three years, the instructor served as project leader of a research project which was conducted under the University’s name and commissioned or subsidized by an organization outside of the University (projects funded through Fu Jen Catholic University Regulations Governing the Grant for Collaboration Between Academia and Industry are ineligible).
2. The instructor executed at least three research projects described in the preceding subparagraph. Total costs for each project reached NT$300,000 and included an administrative budget.
3. Research results from subparagraphs one and two above were published in a refereed academic journal, monograph, or produced into a work displayed at a refereed exhibition.

Article 3: Application Procedures

1. An instructor may receive a reduction of teaching hours for the specified academic year, provided that no additional funding or personnel are required at their program and scheduling of courses will not be affected.
2. Applications are made before the end of March each year. Only one instructor per program may apply.
3. A program or college will nominate an instructor. After passing initial review at the College Affairs Council, the nomination will be submitted to the Research Grants Review Committee for secondary review.

Article 4: Specifics of reduced teaching hours

1. In principle, an instructor may be relieved of up two teaching hours per week. If an instructor concurrently holds an administrative position for which they already received a reduction of basic teaching hours, in principle, they may receive an additional reduction of no more than one teaching hour per week. An instructor whose application is approved may not claim overtime teaching pay during the academic year.
2. If, due to practical needs, the teaching hours of an instructor cannot be reduced during the academic year for which their application was approved, or, if the reduced hours are insufficient to relieve an instructor of one course, the instructor may not apply to retain the reduction of teaching hours for a later date.

Article 5: Obligations

An instructor whose application was approved must make a research project application at the Ministry of Science and Technology (MOST) for the academic year in which they received a reduction of teaching hours.

Within two years after the end of the academic year described in the preceding paragraph, the instructor must publish results in a refereed academic journal or monograph. The publication must show the instructor’s institutional affiliation with Fu Jen Catholic University.

Article 6

If it is discovered that the research project involves a violation of academic ethics, the University may revoke funding. The instructor must reimburse the University for all hours below basic teaching hours, and may not apply for any research grants for a two-year period, effective the date they were notified.

Article 7

The Regulations were passed by the Executive Council, and will be promulgated and implemented after the approval of the President. The same procedure will be followed for each amendment.