

國立清華大學科技管理學院教師邀請共同作者來訪獎助辦法
Travel Grant for Inviting Coauthor to Visit
College of Technology Management, National Tsing Hua University

109年5月18日，108學年度第4次院務會議通過
Approved at the 4th Collegiate Executive Meeting on May 18, 2020
109年12月2日，109學年度第2次院務會議通過修正
Amended at the 2nd College Council on Dec. 2, 2020
112年3月8日，111學年度第3次院務會議通過修正
Amended at the 3rd College Council on March 8, 2023
112年10月4日，112學年度第1次院務會議通過修正
Amended at the 1th College Council on October 4, 2023

第一條 為鼓勵本院教師(尤其是助理教授與副教授)邀請國際知名之共同作者來台完成進行中之論文以期順利發表頂尖期刊，特訂定『國立清華大學科技管理學院獎助院教師邀請共同作者來訪辦法』(以下簡稱本辦法)。

Article 1 The objective of this grant is to provide travel funds to CTM faculty members for inviting their coauthors who are established scholars to pay visits to CTM, NTHU in order to facilitate their collaboration to publish coauthored papers in top journals.

第二條 申請對象：本院教師(尤其是助理教授與副教授)(以下稱“邀請人”)。

Article 2 Eligibility Criteria: Applications are welcome from all CTM faculty members (The priority will go to applications from Assistant/Associate Professors)

第三條 獎助內容：獎助名額每年3名，依經費多寡酌予增減，得從缺。獎助金額原則上為商務艙來回機票(至多新台幣十萬元整)與生活津貼(至多新台幣十萬元整)，由本院自籌經費項下支應，金額視當年度財務狀況由院長核定，並於開放申請前公告。

Article 3 Entitlements and number of recipients: three recipients per year at most will be provided with airfare for business class round trips (up to NTD100,000) and daily allowances (also up to NTD100,000). The actual amount will be announced annually and is subject to the college funding situation.

第四條 申請及評審作業：

一、申請人於每年**十月底**與**三月底**附上申請與佐證資料寄送至院。每人每次一個申請案為限，申請資料格式不限，但必須附上共同進行之論文初稿(以資證明該論文已在進行階段)，該論文進度(未完成，投稿中，或是剛收到 revision invitation from editors)之說明，該受邀人為國際知名學者之佐證，以及支援受邀人請求機票與生活費之準確預算(學者來訪後超出批准預算部分必須由本校教師邀請人支付)。

二、由院長或院長指定之教師召集學者專家若干人組成審查委員會審議，評審結果

於十一月底與四月底前完成並公告。

三、審查委員會總合考慮該論文進度，共同作者是否為國際知名學者，該論文是否能發表頂尖期刊之潛力。

Article 4 Application and Review Process:

A. Applications must be submitted in late October / March. The application documents should include the draft of coauthored paper(s) and evidence for paper progress such as revision invitation from editors, materials stating coauthors' achievements, and an accurate visit cost budget for airfare and daily allowance.

B. Decisions made by the review committee convened by the dean or the faculty member designated by the dean will be announced by the end of November / April.

C. Evaluation criteria: paper progress, prestige of coauthors, and the prospects of the paper's publication in top journals will be taken into consideration.

第五條 邀請人如十月獲得補助，則其來年三月不能再申請補助。邀請人如三月獲得補助，則該年十月不能再申請補助。一篇論文以獎助一次為限，如申請者欲再度邀請已受領過本獎助之共同作者，請清楚說明本次申請之合作論文與已受獎助合作論文之不同。

Article 5 Each faculty member who received this grant in March (October) is not eligible for the next application in October (March of the following year). If an applicant wishes to apply for funding a scholar who has already been funded by this travel grant before, the difference between the application paper and the funded coauthored paper should be clearly stated.

第六條 本院對受邀之國際知名學者有以下期望：

一、於科管院進行一次公開演講或座談以分享研究經驗與知識於本院博士生與教師。

二、接受科管院之訪問，其訪問內容將刊載於科管院之電子報或院刊等內部通訊。

Article 6 Funded coauthors are expected to give a lecture about research for faculty and doctoral students in CTM, and to be interviewed. The interview reports are to be posted on CTM newsletters or other internal correspondence.

第七條 本辦法經院務會議審議通過後實施。

Article 7 These regulations are to be implemented after approval by the College Council Meeting.

Appendix: Travel Grant for Inviting Coauthor to Visit Application Form

Applicant Name		Visiting Coauthor's Name (English)	(first) (last) (middle)
Department		Visiting Coauthor's Nationality	
Telephone		Visiting Coauthor's Affiliation	
Email		Visiting Coauthor's Title	
Duration of Coauthor's Visit From (DD/MM/YYYY) To (DD/MM/YYYY)			

Attachments to be included:

1. Draft of coauthored paper(s)
2. Evidence for paper progress (such as revision invitation from editors)
3. Explanations of invited coauthors' achievements (CV)
4. Accurate estimates of airfare and daily allowance.