

Taipei Medical University Implementation Rules for Industrial– Academic Collaboration Project

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- Article 1 These *Taipei Medical University Implementation Rules for Industrial–Academic Collaboration Projects* (hereinafter referred to as “these Rules”) were prescribed by the University in accordance with the Ministry of Education’s *Regulations on the Implementation of Industrial–Academic Collaboration in Junior Colleges and Above* to encourage industrial–academic collaboration.
- Article 2 “Industrial–academic collaborations”, as referred to in these Rules, are collaborations for the purpose of promoting business development; these collaborations are between the University and government agencies, business agencies, private groups, or academic research institutions (hereinafter referred to as “the Collaborator”) in any of the following matters.
1. Research and development and their applications, including special topic research, material exchanges, tests and inspections, technical services, consultations, patent applications, technology transfers, innovation incubation, human body research, and clinical trials.
 2. Talent development, including university practical courses, off-campus internships, and professional training for the Collaborator’s personnel. For off-campus internships, regulations must be prescribed.
 3. The use of the University’s intellectual property rights.
- Article 3 Application and review procedures for industrial–academic collaborations
1. University faculty (hereinafter referred to as the “principal investigator”) or units accepting a commission for industrial–academic collaboration shall log in, register, and input the project details into the University online management system for industrial–academic collaborations.
 2. The project application must be approved by the principal investigator’s immediate manager and the head of the Office of Business Development.
 3. If more than two projects are commissioned during the same period, the manager of the executing unit shall prudently approve the projects, ensuring no disruption to services as well as to academic and research activities. The aforementioned “same period” refers to an overlap of six or more months in project implementation timelines.

4. The approved contract and project plan shall be submitted to the Industry–Academia Collaboration and Incubation Operation Center to be deliberated on by the authorized department head, in accordance with the responsibilities prescribed by organizational hierarchy, on how to handle the signing of the contract.
5. Clinical trials commissioned by the manufacturer may charge a contract review fee, and the pricing structure shall be based on a scheme announced by the Incubation Operation Center.

- Article 4 The contract shall include terms governing the research topic, subject of the collaboration, funding or resources for the collaboration, ownership of results, implementation timeline, use of the University logo or name, and the rights and obligations of the responsible persons in both parties. Other special terms of the contract include, but are not limited to, derivative interests, terms of compensation, and the ownership and use of the results; these terms may be attached to the contract.
- Article 5 Each project shall have one contract, with the principal signing the contract on behalf of the University. The project principal investigator shall undersign the contract and jointly bear responsibility for all the contractual obligations. If there are two or more project principal investigators, one person shall be elected to undersign the contract.
- Article 6 The contract shall be issued based on the number of original and duplicate copies required by the University and the Collaborator. The Industry–Academia Collaboration and Incubation Operation Center shall archive the original copy of the contract on behalf of the University, and the project principal investigator and accounting department shall each retain a duplicate copy.
- Article 7 Either the commercialization of the prospective research and development results of the collaboration or any similar product liabilities may not be guaranteed when signing the contract with the Collaborator.
- Article 8 The project funding may be disbursed once it has been appropriated to the University by the Collaborator; if the project funding is deposited in installments, the disbursed amount shall not exceed the actual amount appropriated from the Collaborator to the University. If the disbursed funding exceeds the actual appropriated amount, the excess shall be the responsibility of the project principal investigator.
- Article 9 Administrative management budget
1. The administrative management budget shall be at least 15% of the project funding.
 2. Once earmarked, the administrative management budget may not be directed to other segments. However, in the event of insufficient administrative management funds as a result of changes to project funding, the funds shall be supplemented.
 3. In support of the project timeline, the management budget for research projects shall be earmarked within the first of three (or fewer) installments or the second of more than three installments.
- Article 10 The total monthly payment for principal investigators and co-investigators executing

industrial–academic projects shall not exceed their personal salary income in the same period (including their actual salary, academic research fees, and professional allowances).

Article 11 The total personnel costs for individual projects—including **1)** the research allowances to the principal investigator and co-investigators and **2)** personnel costs for full- and part-time co-investigators—may not exceed 60% of the total project funding budget. The exceptions to this article are informational analyses or consulting projects, which shall be approved by the manager as necessary.

Article 12 The remaining balance after the research project has been completed, summarized, and audited may be directly deposited into academic funds or handled in accordance with the following two principles: **1)** 15% of the remaining balance must go toward administrative and management costs, and **2)** 85% of the remaining balance must go toward the principal investigator.

1. The responsible unit of the industrial–academic collaboration shall create a checklist for approving the remaining balance for all projects, while the accounting department shall establish a special account for managing the balance.
2. The final accounts of the remaining balance shall be conducted once a year, on principle, in cooperation with the annual academic accounting timeline. The remaining balance may be retained for two fiscal years; if any remaining balance is the remaining balance of another project, it shall be handled in accordance with the previous paragraph.
3. Funds from remaining balances that are assigned to the principal investigator of subplans, for the principal investigator’s control and use, shall be used in actuality on matters relating to the industrial–academic research and development; such funds must also be audited in accordance with the regulated procedures. The funds can only be used for the following.
 - i. Hiring full- or part-time research assistants, purchasing apparatus, purchasing consumable research materials, purchasing non-university services or items necessary to the project, and other expenditures relating to industrial–academic research and development.
 - ii. Travel expenses, living expenses, and registration expenses when participating in domestic and overseas academic conferences.
 - iii. Applying for and renewing the property rights of published academic papers.
 - iv. Expenditures from organizing academic seminars or lectures.
 - v. The funds may not be used as part of the following: the principal investigator’s personal allowances or bonuses, part-time bonuses, gratuity, gifts for teachers, social networking costs (with the exception of meals catered for meetings necessary to the research project), private fines, and private donations. Any research and development income expense used on inspections, technical services, consultations, and patent applications, after tax deductions, shall be

handled in accordance with the allocation principles prescribed in the terms governing the remaining balance; these terms have been stipulated earlier in these Rules.

- Article 13 Changes to the project
1. Changes to the contents of the contract, the project timeline, and the funding shall be approved by both parties and then formalized by an official letter, an addendum, or a new contract. The necessary documents detailing the change, including the plan and budget charts, shall be provided along with the letter or contract. The administrative management funds shall be handled in accordance with Article 9.
 2. The aforementioned restrictions do not apply to the following circumstances, and the Collaborator may notify the University through electronic communications.
 - i. Changes to the implantation timeline
 - ii. Changes to the use or flow of funding, as long as the total amount of project funding does not change.
 3. Applications for the aforementioned changes shall be submitted during the project implementation period.
- Article 14 Industrial–academic collaborations that involve government funding, commissions, or subsidies shall adhere to the regulations of the government agency in question.
- Article 15 The ownership and allocation of equity income from research and development results derived from industrial–academic collaborations, in accordance with these Rules, shall both be stipulated in the contract and also be handled in accordance with **1) *Regulations on the Ownership, Management, and Utilization of Research and Development Results from the Taipei Medical University and its Subsidiary Bodies*** and **2) *Enforcement Rules for the Management and Use of Research and Development Results from Taipei Medical University and its Subsidiary Bodies***.
- Article 16 The principal investigator must adhere to these Rules and the University’s regulations on conflicts of interests and recusals when conducting industrial–academic collaborations. The principal investigator may not use University equipment or staff to conduct research, commissioned tests, or technical services for private projects. Violators of this Article shall be reviewed by the Research and Development Results Management Committee and be disciplined by their respective department.
- Article 17 Projects that implicate sensitive science and technology, dignity of life, or professional ethics shall be handled in accordance with the MOST Manual on Safety and Control for Government-Funded Research into Sensitive Technology.
- Article 18 The Industry–Academia Collaboration and Incubation Operation Center shall handle all administrative matters for the University’s industrial–academic collaborations, such as project applications, reviews, and contract signings.
- Article 19 These Rules and any amendments thereto shall be examined and approved by the

school council prior to their announcement and implementation.