

## 本校校務基金管理委員會提案類別界定

### NCKU Endowment Fund Management Committee Proposal Type Identification

- 依據 104 年 5 月 20 日第 782 次主管會報紀錄提案六附帶決議『另請財務處於 1 個月內完成界定須提校務基金管理委員會之提案事項』辦理。
- This is conducted according to the resolution of Item #6 at the 782<sup>nd</sup> Meeting of Chief Administrators on May 20, 2015: “Within 1 month, the Office of Finance shall complete determining the types of proposal that should go through the Endowment Fund Management Committee.”

#### 一、提案類別界定：(以 99-104 年計約 5.5 年，校務基金管理委員會提案為樣本，界定分類)

#### I. Proposal type identification (from 2010–2015 was approximately 5.5 years; the Endowment Fund Management proposals were used as samples to identify categories).

##### (一) 法規新(修)訂

##### (1) New and amended regulations

1. 新訂：涉經費動支，一律提會。

1. New regulations: All proposals involving budget use shall be proposed in the meeting.

2. 修訂：

2. Amendments:

(1) 支應原則(ABC)：不論是否涉經費動支，皆須提會，支應原則包含：

A. 國立成功大學校務基金自籌收入收支管理辦法

B. 國立成功大學學校人員人事費支應原則

C. 國立成功大學校務基金管理及監督辦法

(1) Payment principles (ABC): Regardless of whether the budget is to be used, it should be proposed in the meeting. The payment principles include:

A. National Cheng Kung University Revenue and Expenditure Management of Self-Generated Endowment Fund Regulations

B. National Cheng Kung University Staff Personnel Expense Payment Directions

C. National Cheng Kung University Endowment Fund Management and Supervision Regulations

(2) 支給基準(DE)：法規規定需提會者，從其規定，惟於 104 年 5 月 27 日校務基金法規修正案第一次工作小組會議決議，藉本次校務基金法規全面檢視修正機會，應考量於條文內增加「本要點修訂若未涉經費動支，得免經校務基金管理委員會審議」，故支給基準部分，期望控制只涉經費動支要點之修訂，始提校務基金管理委員會，以達簡政放權效果，支給基準包含：

(2) Payment principles (DE): When regulations require being proposed in the meeting, this must be done. According to the resolution in the first work team meeting on amendments to the Endowment Fund Regulations on May 27, 2015, a comprehensive review of these regulations yielded the decision that the following content should be added: “If an amendment of these directions does not involve budget use, it could be used without reviewing by the Endowment Fund Management Committee.” Therefore, amendments to payment principles will only be proposed to the Endowment Fund Management Committee when they involve budget use. This simplifies the administration work and releases power. The payment principles involve the following statement:

D. 各項自籌收入收支要點(依國立大學校院校務基金設置條例第三條訂定)，國立大學校院校務基金設置條例第三條條文如下：

D. The payment directions of each self-generated income (established by Article 3 of the National University Endowment Fund Establishment Act). The content of Article 3 is as follows:

校務基金之來源如下：

一、政府循預算程序之撥款。但不包括第二款第四目之補助或收入。

二、自籌收入，其項目如下：

(一) 學雜費收入。

(二) 推廣教育收入。←

如：國立成功大學推廣教育收支管理要點

(三) 產學合作收入。

(四) 政府科研補助或委託辦理之收入。

(五) 場地設備管理收入。←

如：國立成功大學場地設備收支管理要點

(六) 受贈收入。

(七) 投資取得之收益。

(八) 其他收入。

前項第二款第四目所稱政府科研補助，指政府依科學技術基本法等相關規定，為促進科學技術研究發展對國立大學校院所為之補助。

The sources of funding for a university endowment fund are as follows:

1. Government normal budget appropriations. This is separate from any subsidies or income specified in Subparagraph 2, Item 4.

2. Self-generated income of the following nature:

(1) Income from tuition and other fees.

(2) Income from continuing education (← e.g., National Cheng Kung University Directions for Managing Extended Education Income and Expenditure).

(3) Income from academia-industry cooperation.

(4) Income from government subsidies for scientific research or from government commissions.

(5) Site facility management income (← e.g., National Cheng Kung Site Facility Fee Directions).

(6) Donation income.

(7) Investment income.

(8) Other income.

The government subsidies for scientific research referred to in Subparagraph 2, Item 4 of the preceding paragraph are government subsidies for national universities in accordance with the relevant provisions of the Fundamental Science and Technology Act to advance the development of science and technology research.

E. 校務基金其他相關法規(依據上述 A 或 B 或 C 或 D 法規所訂定)，例如：

E. Other regulations related to endowment funds (established according to the aforementioned regulations A, B, C, or D), such as:

a. 國立成功大學講座設置辦法

b. 國立成功大學工學院績優國際學位學程獎勵要點

c. 國立成功大學工學院學生赴日交換與短期研究獎助學金核給要點

d. 國立成功大學建教合作計畫行政管理費及節餘款支用要點

e. 國立成功大學因公派員出國案件處理要點

f. 國立成功大學行政單位工作績效評量要點

g. 國立成功大學特聘教授設置要點

h. 國立成功大學補助博士後研究人員研究津貼補助要點

i. 國立成功大學貴重儀器使用中心聘請儀器指導專家要點

- j. 國立成功大學電機系獎勵優秀學生就讀獎學金實施要點
- k. 國立成功大學內部控制專案小組設置要點
- l. 國立成功大學兼任教師授課鐘點費支付原則
- m. 國立成功大學優秀大陸地區學生獎學金實施要點
- n. 國立成功大學學生參與國際競賽活動經費補助要點
- o. 國立成功大學醫學院醫學系教學特優教師獎勵與遴選要點
- p. 國立成功大學博士班優秀研究生獎學金實施要點
- q. 國立成功大學通識課程優良教師獎勵與遴選要點
- r. 國立成功大學學術研究鼓勵要點
- s. 國立成功大學產學合作成果特優教師獎勵與遴選要點
- t. 國立成功大學延攬、留住及獎勵特殊優秀人才支給原則
- u. 國立成功大學人類研究倫理審查委員會設置與審議要點
- v. 國立成功大學李國鼎科技與人文講座設置要點
- w. 國立成功大學教學特優教師獎勵與遴選要點
- x. 國立成功大學優秀境外學生數理資優獎學金核發要點
- y. 國立成功大學進用校聘人員實施辦法
- z. 國立成功大學自償性支出及建設控管辦法

...

其他不及備載。

- a. National Cheng Kung University Lecturer Establishment Regulations.
- b. National Cheng Kung University College of Engineering Outstanding International Degree Program Intensive Directions.
- c. The Directions for Scholarships for National Cheng Kung University College of Engineering Students Visiting Japan for Exchange or Short-term Research.
- d. National Cheng Kung University Directions on the Use of the Management Fee and the Surplus in Cooperative Education Project.
- e. National Cheng Kung University Operational Directions Regarding Overseas Business Trips.
- f. National Cheng Kung University Directions for Evaluating Administrative Units' Work Performance.
- g. National Cheng Kung University Distinguished Professor Establishment Directions.
- h. National Cheng Kung University Rule of Subsidizing Postdoctoral Researchers.
- i. National Cheng Kung University Directions for Employment of Instrument Experts by the Instrument Center.
- j. National Cheng Kung University Directions for the Department of Electrical Engineering Scholarship to Attract Outstanding Students.
- k. NCKU Directions for the Internal Control Task Force.
- l. National Cheng Kung University Part-time Teacher Lecture Fee Payment Directions.
- m. National Cheng Kung University Scholarship for Outstanding Students from Mainland China Directions.
- n. National Cheng Kung University Directions for Subsidies for Students Participating in International Competitions.
- o. Department of Medicine (College of Medicine, National Cheng Kung University) Directions for Outstanding Teacher Incentives and Selection.

- p. National Cheng Kung University Implementation Directions for the Outstanding PhD Program Student Scholarship.
- q. National Cheng Kung University Directions for Outstanding General Education Teacher Incentives and Selection.
- r. National Cheng Kung University Directions for Encouraging Academic Research.
- s. National Cheng Kung University Guidelines on Teaching Excellence Award for Achievement in Industry-University Cooperation.
- t. National Cheng Kung University Payment Directions for Recruiting, Retaining, and Encouraging Outstanding Professionals.
- u. Guidelines for Establishment and Review of Human Research Ethics Committee of National Cheng Kung University.
- v. National Cheng Kung University Li Kuo-Ting Technology and Humanities Lecture Establishment Directions.
- w. National Cheng Kung University Directions for Rewarding and Selecting Faculty with Outstanding Teaching Performance.
- x. National Cheng Kung University Directions for Scholarship Review and Provision of Outstanding Foreign Students in Mathematics and Science.
- y. National Cheng Kung University Implementation Directions for Hiring School-Level Staff.
- z. NCKU Regulations for Controlling Self-compensatory Expenditures and Construction.

and so on.

(二) 學校建築及工程興建所需財源規劃：一律提會。

(II) Finance planning for school construction and engineering projects: All must be proposed to the committee.

(三) 本校年度概算案：一律提會。

(III) Annual budget of the school: All must be proposed to the committee.

(四) 國立大學校院校務基金設置條例或國立大學校院校務基金管理及監督辦法規定須提會者：一律提會。

(IV) Items requiring reviewed by the committee as stipulated in the National University Endowment Fund Establishment Act or National University Endowment Fund Management and Supervision Regulations: All must be proposed to the committee.

(五) 專簽：未匡列於預算，係預算外之動支，援引成大校務基金管理及監督辦法第十三條，須簽奉 校長同意後提會。

(V) Special approval signature: Anything not listed in the budget are for budget use outside the budget. According to Article 13 of the National Cheng Kung University Endowment Fund Management and Supervision Regulations, the President's agreement and signature are required before items are proposed.

成大校務基金管理及監督辦法第十三條規定如下：

學校在預算執行期間，因市況變動及業務實際需要所增加資本支出，如需動用本基金盈餘支應，應提經管理委員會之同意後辦理。

Article 13 of the National Cheng Kung University Endowment Fund Management and Supervision Regulations is as follows:

During the budget implementation period, if capital expenditure increases as a result of changes in the market or business needs and the University requires the use of surplus from the Fund, it should first present the matter to the Committee to acquire permission.

(六) 委員任命案：依法規規定或校長指示任命案提會，如投資諮詢委員會委員聘用或成大創投董事聘任案。

- (VI) Committee member appointment: Appointments made according to regulations or by the President shall be proposed in the meeting; for example, the hiring of investment counseling committee members or board members in the venture capital company established by National Cheng Kung University.
- (七) 報告案：依法規規定或校長指示列管案提會，如開源節流報告案或李國鼎科技與人文講座年度收支情況報告。
- (VII) Case proposal: Cases conducted according to regulations or directed by the President shall be proposed in the meeting; for example, cases of broadened sources and reduced costs, or the annual income and expenditure report of the Li Kuo-Ting Technology and Humanities lecture.
- (八) 其他：非(一)到(七)類別，權責單位依法規規定或職權認定應提會者，從其規定或認定，簽奉 校長同意後提會。
- (VIII) Others not belonging to Categories (I)–(VII): When the competent authority follows the regulation or identifies that an item should be proposed in the meeting, the President's signed approval must be obtained before it is presented in the meeting.

## 二、提案流程宣導：

### II. Proposal procedure campaign

#### (一) 提案流程：

1. 提案內容倘涉及法規之新訂或修正，如一、(一)，原則上請先提主管會報通過，或簽呈會辦主計室及法制組，經校長同意，始准提校務基金管理委員會。
2. 其他提案，如一、(二)至(八)，則請循行政程序經校長同意後，始准提校務基金管理委員會。

#### (I) Proposal procedure:

1. When the proposal content involves the establishment of new regulations or amendments to existing regulations, such as I. (I)., this should in principle be proposed and passed in the Meeting of Chief Administrators, or signed and approved by the Accounting Office and Legal Division. Subsequently, the President's approval should be obtained before the proposal is made to the Endowment Fund Management Committee.
2. Other proposals, such as I. (II)–(VIII), should follow the administration procedure to gain the President's approval before being proposed to the Endowment Fund Management Committee.

#### (二) 奉 校長於 104 年 5 月 20 日 103-3 校務基金管理委員會會期指示，提本會議案，須填具檢視單(如附件)。

- (II) Following the President's direction in the 3rd Endowment Fund Management Committee meeting in the 2014 academic year on May 20, 2015, proposals that are proposed in the meeting must be presented with a review sheet (as attached).

Ps：前揭經 104.09.23 104-1 校務基金管理委員會通過在案。

Ps：This Proposal Type Identification was approved by the 1th Endowment Fund Management Committee of the 2015 academic year on Sept. 23, 2015.

## 校務基金管理委員會提案檢視單

案由：

提案單位：

請提案單位先行思考，提案本委員會：

一	<p>主要訴求為何？</p> <p>請說明重點：</p>																													
二	<p>有無法源依據？</p> <p><input type="checkbox"/> 無</p> <p><input type="checkbox"/> 有，請說明法規：</p>																													
三	<p>有無涉及經費動支？</p> <p><input type="checkbox"/> 無(已詳加閱讀 105 年 6 月 6 日成大財務字第 105A430067 號「本校相關法規修訂時，若未涉及校務基金經費動支，得免增訂但書規定，免提本會審議」函示)</p> <p><input type="checkbox"/> 有，請填具下表，並於會議報告說明</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <th colspan="6">經費動支狀況表</th></tr> <tr> <th>經費來源</th><th>動支頻率</th><th>原(新訂)動支金額</th><th>修訂後動支金額</th><th>增(減)金額</th><th>備註</th></tr> <tr> <td></td><td><input type="checkbox"/> 一次性</td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td><input type="checkbox"/> 按年，計_年</td><td></td><td></td><td></td><td></td></tr> </table>						經費動支狀況表						經費來源	動支頻率	原(新訂)動支金額	修訂後動支金額	增(減)金額	備註		<input type="checkbox"/> 一次性						<input type="checkbox"/> 按年，計_年				
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四	<p>提案類別界定(請擇一勾選)：</p> <p><input type="checkbox"/> A 類：涉及經費動支 10 萬元以上</p> <p><input type="checkbox"/> B 類：無涉及經費動支，惟(1)法規修訂繁瑣或(2)議案較重大</p> <p><input type="checkbox"/> C 類：(1)涉及經費動支 10 萬元以下或(2)法規修訂簡單或(3)議案較簡易</p>																													
<p>附註：奉 103-3 校務基金管理委員會(104.5.20)及 108-2 校務基金管理委員會(108.11.13)校長口頭指示，為了解提案本委員會之必要性、彈性及經費動支情形，應填具本檢視單。</p>																														

承辦人核章：

二級單位主管核章：

一級單位主管核章：