

Internal Research Funding Regulations

Chapter 1 General Provisions

Article 1 (Purpose)

This regulation aims to prescribe matters concerning internal research funding provided by Woosong University (hereinafter referred to as “the University”) in order to promote academic research and enhance educational excellence of faculty members.

Article 2 (Types of Research Funds and Definitions)

The types of research funding and their definitions are as follows.

1. Research and Development Grants refer to financial support for academic research, specialized research, and institutional policy development.
 - a. Foundation Projects refer to support for papers published in the University journal or higher-level publications, as well as workbook and book development.
 - b. Industry-Academia Cooperation Projects include joint research projects conducted with industry and basic research projects addressing industrial technical issues and management consulting.
 - c. Policy Projects refer to research support related to institutional development policies.
2. Research Presentation Grants refer to financial support for academic and creative presentations.
 - a. Academic Presentation Grants refer to support for participation in academic conferences as moderators, presenters, or discussants.
 - b. Creative Presentation Grants refer to support for participation in exhibitions or hosting recognized creative presentations.
3. Academic Research Output Grants refer to financial support for publications in international or domestic journals and for authorship of books.
4. Training Activity Grants refer to support for training at domestic or international institutions or industries.
5. Research Institute Support Grants refer to support for academic publications and events conducted by University research institutes.

Article 3 (Budget Allocation)

The President shall determine the annual budget for research funding at the beginning of each academic year.

Article 4 (Eligibility)

- ① Research funding shall be provided to faculty members of the University. If necessary, adjunct or invited faculty may also be eligible.
- ② Duplicate funding for the same project from other institutions shall not be permitted.

Article 5 (Academic Research Committee)

- ① The University shall establish an Academic Research Committee to deliberate matters related to research funding.
- ② The composition and operation of the Committee shall be determined separately by the President.

Article 6 (Scope and Conditions of Funding)

The President shall determine and announce the scope and conditions of funding annually after deliberation by the Committee.

Chapter 2 Research and Development Grants

Article 7 (Application)

- ① Applicants for research and development grants must submit a research funding application and research proposal.
- ② Application deadlines shall be as follows.
 1. Foundation Projects: at the beginning of each academic year
 2. Industry-Academia Cooperation Projects: by the end of April
 3. Policy Projects: as needed

Article 8 (Selection of Recipients)

- ① The President shall select recipients within the annual limits after deliberation by the Committee.
 1. Foundation Projects: one project per person
 2. Industry-Academia Cooperation Projects: no limit
 3. Policy Projects: no limit
- ② Only the principal investigator shall be eligible for funding.

Article 9 (Research Period)

- ① The research period shall be within one year in principle.
- ② If necessary, the research period may be extended with approval; however, additional funding shall not be provided.
- ③ Extensions shall be limited to one time within six months.

Article 10 (Disbursement of Research Funds)

Research funding shall be paid in two installments, with fifty percent upon selection and the remaining fifty percent after final evaluation.

Article 11 (Management of Research Funds)

- ① Research funds shall be centrally managed.
- ② At least twenty-five percent of the total budget shall be allocated to research assistant wages, except for policy projects.

Article 12 (Reporting)

Researchers shall submit interim reports within the designated period and final reports along with research outputs upon completion.

Article 13 (Amendment of Research Plan)

Changes to the research plan shall require approval from the Committee and the President.

Article 14 (Recovery of Research Funds)

The President may recover all or part of the research funds if research objectives are not achieved, if false reporting or unauthorized changes occur, or if performance is deemed inadequate.

Article 15 (Exclusion from Eligibility)

Faculty members who violate the provisions may be excluded from future funding for a certain period.

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Article 16 (Acknowledgment of Funding)

All research outputs must include a statement acknowledging support from Woosong University internal research funding.

Article 17 (Settlement of Research Funds)

Researchers must submit a financial settlement report upon completion of the project.

Article 18 (Ownership of Equipment)

All equipment purchased with research funds shall become the property of the University upon completion of the research.

Chapter 3 Research Presentation Grants

Article 19 (Scope of Support)

① Support for academic presentations and creative presentations may be provided as follows. However, for SolBridge International School of Business, the President shall determine separately.

1. Support for Academic Presentations

- a. In cases where an individual is designated as a chair, presenter, or discussant at an academic conference organized by a nationwide academic society registered with the National Research Foundation of Korea, travel expenses for the relevant day may be provided.
- b. In cases where an individual is designated as a chair or presenter at an academic conference organized by an international academic society that publishes journals of SCI level or higher, one-way airfare may be provided; if designated as a discussant, one-half of the one-way airfare may be provided.

2. Support for Creative Presentations

- a. In cases where an individual submits work to a creative exhibition organized by a recognized nationwide professional organization, or holds an officially recognized solo exhibition, travel expenses for the relevant period may be provided.
- b. In cases where an individual is selected to exhibit work at a creative exhibition organized by a recognized international professional organization, one-way airfare may be provided.

② Support for research presentation shall be provided only once per year for each category. However, this limitation shall not apply to Subparagraph 1(a) of Paragraph 1.

Article 20 (Application)

Those who wish to apply for research presentation support must submit an application form along with supporting documents at least one week prior to the relevant date.

Article 21 (Reporting)

Recipients of support for international academic or creative presentations must submit a participation report within one week after returning to the country.

Chapter 4 Academic Research Output Grants

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Article 22 (Eligible Applicants)

Eligibility for academic research project support shall be limited to full-time faculty members of the University.

Article 23 (Scope of Support)

The scope of support for academic research projects shall be as follows:

1. When a paper is published in an international academic journal (SCI level, including SSCI and A&HCI, or SCIE level including SCOPUS).
2. When a paper is published in a domestic academic journal (a reputable Korean journal registered or provisionally registered with the National Research Foundation of Korea).
3. When a monograph (including authored or translated books) is published.

Article 24 (Amount of Support)

The amount, timing, and conditions of support for academic research projects shall be governed by the University's internal research funding guidelines.

Article 25 (Application)

Those who wish to apply for academic research project support must submit an application form along with supporting documents.

Article 26 (Exclusion from Eligibility)

If a research project falls within the scope of Article 23 and has already received funding under Articles 7 through 10, it shall be excluded from eligibility for academic research project support.

Chapter 5 Training Activity Grants

Article 27 (Scope of Support)

With the approval of the President, when an individual is dispatched to domestic or overseas professional institutions or industries to undertake training, the related tuition and travel expenses may be calculated and provided. However, if expenses are supported by the host institution or other sources, equivalent support shall not be provided additionally.

Article 28 (Application)

Those who wish to apply for training activity support must submit an application form along with supporting documents at least one week prior to the commencement of the training.

Article 29 (Reporting)

Recipients of training activity support must submit a participation report within one week after the completion of the training.

Article 30 (Exclusion from Eligibility)

If the report stipulated in Article 24 is not submitted within the prescribed period, or if the training performance is deemed extremely unsatisfactory, the President may, following deliberation by the committee, exclude the individual from eligibility for training activity support for a certain period

Chapter 6 Research Institute Support Grants

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Article 31 (Scope of Support)

In cases where an affiliated research institute of the University publishes academic journals or organizes academic events, the necessary related expenses may be supported.

Article 32 (Application)

- ① Each research institute shall submit its annual business plan, including details on research institute support funding, within the designated period at the beginning of each academic year. However, support may also be requested for projects not included in the plan due to unavoidable circumstances.
- ② Regardless of whether it is specified in the business plan, the head of the research institute must submit an application for support at least three weeks prior to the commencement of the project.

Article 33 (Review)

Upon receipt of an application for research institute support, the President shall, at least two weeks prior to the commencement of the project, notify the relevant institute of the results after deliberation by the committee on the feasibility of the project and the scope of support.

Article 34 (Suspension of Funding)

If a research institute that has received support falls under any of the following cases, the President may immediately suspend the provision of funding:

1. When it is deemed that the project objectives cannot be achieved;
2. When the project plan is arbitrarily altered or falsely reported;
3. When the required obligations are not fulfilled within the prescribed period.

Article 35 (Reporting)

The head of a research institute that has received support must submit a final report and supporting documents within two weeks after the completion of the funded project.

Article 36 (Exclusion from Eligibility)

If the report stipulated in Article 30 is not submitted within the prescribed period, or if the project outcomes are deemed extremely poor and inappropriate, the President may, following deliberation by the committee, exclude the institute from eligibility for research institute support for a certain period.

Article 37 (Miscellaneous)

Matters not specified in these regulations regarding internal research funding support shall be determined separately by the President following deliberation by the committee