

Rules of Hiroshima University Collaborative Research Laboratory and Collaborative Research Division

(Rule No. 40, April 15, 2014)

(Revised: Rule No. 122, December 26, 2014)

(Revised: Rule No. 55, March 31, 2015)

(Revised: Rule No. 52, March 31, 2017)

(Revised: Rule No. 96, May 1, 2019)

(Revised: Rule No. 150, October 1, 2019)

<Outline>

Article 1 These rules set forth the terms and conditions required to implement the Hiroshima University Collaborative Research Laboratory and Collaborative Research Division (hereinafter referred to as “Collaborative Research Laboratory, etc.”) at Hiroshima University (hereinafter referred to as “University”) based on the Rule No. 18 of Hiroshima University Rules (Vol. 1 as of April 4, 2004).

<Objective>

Article 2 Collaborative Research Laboratory, etc. established and operated for Hiroshima University and an external private or other organization (hereinafter referred to as “External Organization”) to jointly conduct a research, utilizing the fund granted by External Organization for the purpose of promotion and enhancement of the subject research.

<Definitions>

Article 3 In these rules, the following terms have the definitions, as defined hereunder respectively:

- (1) Collaborative Research Laboratory Conducts a research corresponding to that done in a chair by covering researchers’ salary, research costs, travel expenses, utilities and so forth, with the fund granted to University by External Organization.
- (2) Collaborative Research Division Conducts a research corresponding to that done in a research division by covering researchers’ salary, research costs, travel expenses, utilities and so forth, with the fund granted to University by External Organization.
- (3) Divisions, etc. Include faculties, graduate schools, research institutes, the Radiation Biology and Medicine, National Common Usage Center and Hiroshima University collaborative education and research facilities and Office of Academic Research and Industry-Government Collaboration.

<Name/Title>

Article 4 Collaborative Research Laboratory shall be named to designate the contents of the research conducted in the subject Collaborative Research Laboratory.

2. If proposed by External Organization, terms indicating the External Organization may be added to the title of the Collaborative Research Laboratory.

<Application for Establishment>

Article 5 When an application is received from an External Organization to establish a Collaborative Research Laboratory and the application is considered pertinent, an applicable director of the division, etc. shall discuss the matter at the Faculty Meeting and propose the establishment of the Collaborative Research Laboratory to President.

2. For a proposal set forth in Article 5, Section 1, the following documents shall be submitted:

(1) Application for the Establishment of Collaborative Research Laboratory (Appendix Form 1)

(2) Curriculum Vitae (Appendix Form 2) for Collaborative Research Lab Faculty Candidate and Letter of Acceptance of Appointment (Appendix Form 3)

<Approval of Establishment>

Article 6 President, upon proposal set forth in Article 5, shall make an approval to establish the subject Collaborative Research Laboratory when judged pertinent in consideration of the contents of the research.

<Notice of Establishment and Report>

Article 7 President, upon approval of establishment, shall immediately notify the director of the department concerned with the decision of the Collaborative Research Laboratory establishment and report to Education and Research Council.

<Conclusion of Agreement>

Article 8 President, upon approval of establishment, immediately concludes an agreement on the establishment of the Collaborative Research Laboratory as separately specified.

<Duration>

Article 9 Duration of a Collaborative Research Laboratory shall in principle be 2 to 5 years.

2. Duration of the Collaborative Research Laboratory may be extended by renewing an

agreement with the same procedure as that of the establishment.

#### <Organization of Collaborative Research Laboratory>

Article 10 Faculty of Collaborative Research Laboratory or Collaborative Research Division (hereinafter referred to as "Faculty of Collaborative Research Laboratory etc.") is respectively called Professor, Collaborative Research Laboratory, Associate Professor, Collaborative Research Laboratory, Lecturer, Collaborative Research Laboratory and Assistant Professor, Collaborative Research Laboratory or Professor, Collaborative Research Division, Associate Professor, Collaborative Research Division, Lecturer, Collaborative Research Division and Assistant Professor, Collaborative Research Division.

2. One or more from Professor, Collaborative Research Laboratory, Associate Professor, Collaborative Research Laboratory, Lecturer, Collaborative Research Laboratory and Assistant Professor is or are appointed for a Collaborative Research Laboratory.

3. One or more from Professor, Collaborative Research Division, Associate Professor, Collaborative Research Division, Lecturer, Collaborative Research Division and Assistant Professor, Collaborative Research Division is or are appointed for a Collaborative Research Laboratory.

4. Selection of Faculty of Collaborative Research Laboratory, etc. shall follow the selection criteria and process of University's full time faculty.

5. A full time faculty staff of Hiroshima University may concurrently serve as a Collaborative Research Laboratory faculty.

#### <Role of Collaborative Research Laboratory Faculty>

Article 11 Collaborative Research Laboratory Faculty shall be engaged in education and research in the subject laboratory and, as approved by the director of divisions etc., may teach other classes or coach other researches, as long as it does not hinder education and research of the Collaborative Research Laboratory.

#### <Payment of Research Fund>

Article 12 Fund for Collaborative Research Laboratory shall be paid in a lump sum. However, in case that the continuous payment is guaranteed, split payment of the total amount into each fiscal year may be accepted.

#### <Amendments>

Article 13 For a major amendment of the contents of the Collaborative Research Laboratory, the same procedures for the establishment shall be undertaken.

<Handling of Collaborative Research>

Article 14 Besides the conditions specified herein, a collaborative research conducted in a Collaborative Research Laboratory shall abide by Hiroshima University Collaborative Research Handling Policy (as of March 14, 2006, Rule No. 18).

2. External Organization shall make monthly payment of 110,000yen per staff for each Collaborative Research Laboratory Faculty as costs required for the use of facilities, classes, research coaching and other costs required for educational and research activities.

3. External Organization shall make monthly payment of 3,100yen per square meter as the fee required for Collaborative Research Laboratory Faculty to use the facility, utilities costs and other expenses required for the equipment use, except for the case where separate rules are established on the equipment use.

<Miscellaneous>

Article 15 In the event that the conditions set forth herein may not be abided by for special reasons or in the event that abiding by the rules herein is judged extremely inappropriate by University and External Organization, University and External Organization may agree otherwise.

2. Other details required for the operation of a Collaborative Research Laboratory shall be set forth by departments concerned and reported to President.

Supplement

These rules shall enter into force effective April 15, 2014.

Supplement (Rule No. 122 December 26, 2014)

These rules shall enter into force effective January 1, 2015..

Supplement (Rule No. 55, March 31, 2015)

These rules shall enter into force effective April 1, 2015.

Supplement (No. 52, March 31, 2017)

These rules shall enter into force effective April 1, 2017.

Supplement (Rule No. 96, May 1, 2019)

These rules shall enter into force effective May 1, 2019.

Supplement (Rule No. 150, October 1, 2019)

1. These rules shall enter into force effective October 1, 2019.
2. For the Collaborative Research Laboratory, etc. whose Establishment Agreement was executed on the days before the effective date of these rules, the costs required for the use of facilities, classes, research coaching and other costs required for educational and research activities and the fee required for use of the facility, utilities costs and other expenses required for the equipment use follow the conditions before the new rules are effective, until March 31, 2020, regardless Section 2 and 3 of Article 14.
3. Regardless the terms and conditions of the new rules, for the existing Collaborative Research Laboratories, the costs required for the use of facilities, classes, research coaching and other costs can stay the same amount set forth in Section 2 and 3 of Article 14 before the new rules become effective.

Appendix Form 1: Application for the Establishment of Collaborative Research Laboratory

Appendix Form 2: Curriculum Vitae for Collaborative Research Lab Faculty Candidate

Appendix Form 3: Letter of Acceptance of Appointment