

Pursuant to Article 63 of the Scientific Activity and Higher Education Act (Official Gazette no. 123/03.105/04, 46/05, 46/07, 45/09, 63/11, 94/13, 139/13, OURSH – 101/14), Final Report of the Expert Committee on the procedure of Reaccreditation of the Faculty of Kinesiology in Split Class: 602-04/13-04/0061., Reg. No.: 355-02-04-14-8. Of 5 September 2014, upon a suggestion from the Committee for Evaluation and Fostering Scientific Activity and Article 44 of the Statute of the Faculty of Kinesiology in Split, the Faculty Council of the Faculty of Kinesiology in Split adopted on its session on 25 February 2015 the following

REGULATIONS ON EVALUATION AND FOSTERING SCIENTIFIC ACTIVITY FROM EXTRA-BUDGETARY FUNDS OF THE MINISTRY OF SCIENCE, EDUCATION AND SPORT

Article 1

The Faculty of Kinesiology in Split (hereinafter referred to as the Faculty) adopts these Regulations with the aim of fostering scientific activity and productivity of each employee and the Faculty as a whole. These Regulations regulate methods of planning allocation and expenditure of funds intended for fostering scientific activity.

Article 2

According to the previously planned funds and defined measurements on achieved results of scholarly work from the previous academic year, regulated by these Regulations, each full-time employee of the Faculty holding a research and teaching, teaching or professional title is entitled to an Annual plan based on stimulating scientific activity from designated funds of the Ministry of Science, Education and Sports that will be realised according to provisions of Multiannual institutional funding of scientific activity on public universities and public health institutions in the Republic of Croatia.

Article 3

The mentioned expenditures comprised by these Regulations are provided from designated funds allocated by the Ministry of Science, Education and Sports in the current year.

Article 4

Due to timely preparation of a suggestion for the Annual plan based on stimulating scientific activity the employees are required to deliver their *Annual application of individual scientific activity* to the Vice-Dean for Science, developed according to the criteria laid down by the Ministry of Science, Educations and Sports.

Article 5

Based on:

- a. adopted financial plan and allocated annual amount of the planned fund for fostering scientific activity of the Faculty employees by the Ministry of Science, Education and Sports.
- b. delivered results on annual (calendar year) scientific activity,

Vice-Dean for Science delivers to the Faculty employees a financial framework (amount) for drawing *the Annual plan for stimulating individual scientific activity from the funds of the Ministry of Science, Education and Sports*. The employees are required to deliver their Plan to the Vice-Dean for Science not later than 15 days after receiving the Financial framework.

Article 6

Annual plan of activities from Article 2 of these Regulations can include the following acceptable expenses:

1. Writing a proposal for research projects, applied to national and international competitive calls (intellectual services: translation, proofreading, etc.)
2. Scientific research related expenses (purchasing equipment, computers and software, intellectual services, results dissemination and advertising, implementation of experiments, travels expenses, accommodation expenses, etc.)
3. Publication of research papers (translation, proofreading, drawing a poster, publication fees, implementation of experiments, purchasing equipment, etc.)
4. Participation in scientific meetings and conferences (transportation, accommodation, daily allowance, publication fees)
5. Scientific training and international scientific collaboration (transportation, accommodation, daily allowance, participation fees, membership fees, etc.)

Article 7

1. The Annual plan of employees' activities includes expenses plan as follows:
 - a. travel expenses (expenses accompanied to travel order)
 - b. intellectual services (translation, proofreading, publication of papers, etc.)
 - c. equipment (fundamental funds) measuring instruments, software and equipment
 - d. fees (participation in congresses, educational training, etc.)
 - e. consumables (expenses related to implementation of research activities)

- f. renting facilities for implementation of experiments
 - g. other (tuition fees, membership fees, etc.)
2. The Annual plan requires from the employees to plan their expenses: administrative-accounting expenses amounting to 2% of the overall expenses, while all other expenses can be arbitrarily included.
 3. The Annual plan of employees' activities includes mandatory planning within calculated and allocated planned funds that will be spent during the academic year.
 4. Funds allocated according to the financial plan and these Regulations
 5. Previously determined, but unused right established by these Regulations cannot be transferred to the following year.
 6. Within the Annual plan for stimulating individual scientific activity, an employee is entitled to plan covering expenses of other Faculty's employees or external associates in accordance with the laws and other acts on financial management, of the University and Higher education institutions.
 7. All activities and expenses must be accompanied by explanations and accounting regulated (original) invoices addressed to the Faculty.
 8. Payments of funds are made retroactively after a submission of accounting regulated documents.

Article 8

A proposal on a Decision regarding distribution of designated funds for stimulation of scientific activity from designated funds of the Ministry of Science, Education and Sports for each employee holding a research and teaching, teaching or associate title is sent by the Vice-Dean for Science to the Faculty Council, developed in accordance with the measurements set by the Ministry of Science, Education and Sports resulting in calculation of the overall amount of funds allocated to an institution an annual bases.

Article 9

An integral part of these Regulations are – Indicators for implementation of scientific activity with relevant key elements for the area of Social Sciences and the area of Biomedicine and Healthcare.

Article 10

Amendments to these Regulations can be implemented following the procedure of its adoption.

Article 11

These Regulations enter into force on the day of their adoption.

DEAN

prof. Đurđica Miletić, PhD

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