

# The Evaluation Guidelines for Task Force Level 3 Research Center, College of Engineering, National Sun Yat-sen University

Formulated at the 11<sup>th</sup> Supervisory Meeting of the College of 106 academic year on July 12, 2018

Revised at the 2<sup>nd</sup> Supervisory Meeting of the College of 107 academic year on October 12, 2018

Revised at the 6<sup>th</sup> Supervisory Meeting of the College of 110 academic year on June 15, 2022

Revised at the 1<sup>st</sup> Supervisory Meeting of the College of 111 academic year on August 1, 2022

Revised at the 3<sup>rd</sup> Research Center Management Committee of academic year 111 on August 26, 2022

1. To effectively manage the Task Force Level 3 Research Center of the College (hereinafter referred to as Research Center), enhance the publications of the Research Center of the College, and strive for external resources and academic exchanges, the Guidelines are accordingly formulated in accordance with Article 10 of Evaluation Guidelines for the Establishment and Management of the Research Center.
2. The Evaluation Committee of Task Force Level 3 Research Center (hereinafter referred to as the Evaluation Committee) is set up under the College. The members of the committee include the Dean, Associate Dean, and the Chairpersons of each department and institute. One or two teacher representatives from outside the College shall be invited if necessary, with the Dean serving as the convener. The committee meeting may be held only if more than two-thirds (inclusive) of the committee members attend.
3. The Evaluation Committee of the College is scheduled to be convened in November. Upon accepting the evaluation, the Research Center shall provide the previous evaluation materials up to October 31<sup>st</sup> of the year being evaluated. The research or event results shall be implemented in the name of the Research Center and in line with the purpose of its establishment:
  - (1) The consistency of the operation direction and establishment purpose shall be illustrated, including the manpower allocation (employment) of the Research Center, organizational management, evaluation of the energy status of the domestic academic circle and industry-academia, and sustainable development of the operation model.
  - (2) The number of academic publications (including academic papers and works) and their importance. The publication date must be within the evaluation period.
  - (3) The funds and results of external projects. Projects signed with Sun Yat-sen University during the evaluation period are recognized.
  - (4) The number and importance of the academic exchanges (including self-funding and university support). The events shall be within the evaluation period.
  - (5) Expense details, including personnel, business, water, electricity, equipment, and other expenses supported by the university or related departments, as well as the space used.
  - (6) Other items that can manifest the highlight of the Center.
  - (7) Outlook for the next three years.

4. Evaluation Criteria and Results

(1) Total Score and Items of Evaluation :

The total score of the evaluation is 100 points, and the evaluation items are external funding, academic publications, academic exchanges, and other items that manifest the value of the Center, among which the score for external funding shall not be zero.

(2) Scoring of Evaluation Items :

a. External Funding :

This includes industry-academia cooperation projects (including the projects from various ministries), integrated projects of the Ministry of Science and Technology, and donations. NT\$200,000 is used as a scoring unit. No point will be awarded for those less than NT\$200,000. After sub-calculating according to the source of funds, the total scores will be added up.

Source of Funds	Scoring Criteria
Industry-academia cooperation projects (including the projects from various ministries), integrated projects of the Ministry of Science and Technology, and donations	3 points for every NT\$200,000

b. Academic Publications :

Every paper or monograph can only be counted as one evaluation performance.

Types of Academic Publications	Scoring Criteria
SCI, SCIE journals	1 point each; 2 points each if you reach Q1 level
Monograph (with ISBN)	4 points each

c. Academic Exchange :

The online international conference is calculated in the same way as the domestic one.

Size of conference or event	Scoring Criteria (Participant number/ Score)
Domestic conference or event	Less than 10 people/ 1 point
	10~100 people/ 3 points
	101~200 people/ 6 points
	201 people and above/ 9 points
International conference or event	100 people or less/ 10 point
	100~300 people/ 12 points
	301~500 people/ 21 points
	501 people and above/ 30 points

d. Other items that can manifest the value of the Center: 15 points (Reviewed and scored by the Evaluation Committee).

- (3) From the evaluation result of Research Center, if you get 75~100 points, that means “pass”, 60~74 points stand for “conditional pass”, and 59 points or less is considered “fail”.
- a. When you get a “pass”, you are exempted from evaluation for two years if you get 90 points and above. If you score 75~89 points, you are exempted from being evaluated for one year.
  - b. When the evaluation result is a “conditional pass”, the Research Center shall submit an improvement plan to the Evaluation Committee within one month after the end of the school-level meeting of the current year and send it to the evaluation committee for reference. The Office of Research and Development will report it to the first management committee in the following year for the review and will be evaluated again in the following year. The evaluation score of the following year will be half of the evaluation score of the previous year plus the current year’s score.
  - c. When the evaluation is a “fail”, it will be dismissed.
  - d. Those who fail to submit the evaluation materials will be considered as a “fail”.
5. Suggestions for improvement of the Research Center will be followed up by the College. The improvement measures and implementation situation will be submitted by the College to the management committee of the University’s Research Center for the first deliberation in the following year.

Those who have any objection to the evaluation result may file an appeal to the evaluation committee in writing stating the reasons and providing supporting documents within one month after the notification of the evaluation result is delivered. The Evaluation Committee needs to submit the results to the University evaluation committee for deliberation before the end of February.

When the Evaluation Committee accepts the appeal, the Evaluation Committee may re-examine it in writing or on-site. The appeal is limited to one time, and after the same case is rejected, no further appeals may be filed.

6. Matters not covered in the Guidelines shall be handled in accordance with the relevant laws and regulations of the University.
7. The Guidelines shall be approved by the Supervisory Meeting of the College and the Management Committee of the Research Center of the University and enforced after being submitted to and approved by the President of the University. The same procedure applies to any amendment.