

Evaluation Guidelines for the Level 3 Research Task Force Centers of the College of Engineering, National Sun Yat-sen University

Formulated at the 11th College Executive Meeting of the 2017 academic year on July 12, 2018

Amended at the 2nd College Executive Meeting of the 2018 academic year on October 12, 2018

Amended at the 6th College Executive Meeting of the 2021 academic year on June 15, 2022

Amended at the 1st College Executive Meeting of the 2022 academic year on August 1, 2022

Amended at the 3rd Research Center Management Committee of the 2022 academic year on August 26, 2022

- I. To effectively manage the Level 3 Research Task Force Centers (hereinafter referred to as “the Research centers”) of the College of Engineering, enhance academic achievements, external resource acquisition, and academic exchange capabilities of the College's research centers, the Guidelines are formulated in accordance with Article 10 of the University Regulations for Review of Establishment and Abolition of Research Centers.
- II. The Evaluation Committee for Level 3 Task Group Research Centers (hereinafter referred to as the Evaluation Committee), established by the College, consists of the dean, deputy dean, and heads of all departments/institutes of the College. The Evaluation Committee may invite one to two faculty members from outside of the College as representatives if necessary. The dean serves as the convener of meetings, which require the attendance of at least two-thirds of the total number of committee members.
- III. The Evaluation Committee is scheduled to convene in November. During the evaluation, research centers must provide the results of research or activities executed under their names in accordance with their purposes of establishment from the deadline of their previous evaluation to October 31 of the year in which the current evaluation is taking place:
 - (I) Research centers must explain how their operational directions align with the purposes of their establishment, including manpower allocation (employment), organizational management, their involvement in domestic academic and industry-academia research, and the sustainable development of their operations.
 - (II) Research centers must identify the number and significance of their published academic results, including papers and books. The publications must have been released during the period of evaluation to be eligible for submission.
 - (III) Research centers must provide details on the external project funding and results they have obtained. Only projects that were contracted with National Sun Yat-sen University and executed during the evaluation period are eligible for submission.
 - (IV) Research centers must identify the number and significance of their academic exchange activities, including those funded by self-raised funds and school subsidies. The activities must have been held during the period of evaluation to be eligible for submission.

(V) Research centers should provide a detailed account of their income and expenses, including costs related to personnel, business operations, utilities, equipment, and use of space that are supported by the University or related colleges, departments, or graduate institutes.

(VI) Research centers may provide information of other projects that demonstrate their strengths.

(VII) Research centers must introduce their prospects for the following three years.

IV. Evaluation criteria and results:

(I) Total scores and evaluation items:

The total score of evaluation is 100, and the evaluation items include external funding obtained, published academic results, academic exchange activities, and other projects that demonstrate the values of the research centers. The amount of external funding obtained must not be zero.

(II) Scoring of the evaluation items:

1. External funding obtained:

External funding sources include subsidies for industry-academia projects (including projects from various ministries and departments), subsidies for integrated research projects from the Ministry of Science and Technology, and donations. Scores are calculated in units of NT\$ 200,000. Projects valued below NT\$ 200,000 will not be assigned a score. After the score for each project is calculated separately, the scores will be added up to produce the total score.

Funding source	Scoring
Subsidies for industry-academia projects (including projects from various ministries and departments), subsidies for integrated research projects from the Ministry of Science and Technology, and donations	Three points for every NT\$ 200,000

2. Published academic results:

Each paper or book can only be counted once in the scoring.

Form of published academic results	Scoring
SCI or SCIE-indexed journals	One point for each paper or two points for each paper published in a Q1 journal
Books with ISBNs	Four points for each book

3. Academic exchange activities:

Online international conferences are scored in accordance with the same evaluation criteria as domestic conferences.

Size of conference or activity	Scoring (number of participants / points)
Domestic conferences or activities	10 persons or below / 1 point
	10-100 persons / 3 points
	101-200 persons / 6 points
	201 persons or above / 9 points
International conferences or activities	100 persons or below / 10 points
	100-300 persons / 12 points
	301-500 persons / 21 points
	501 persons or above / 30 points

4. Other projects that demonstrate the values of the research centers will receive 15 points as evaluated by the committee members.

(III) For the evaluation results of the research centers, 75-100 points are considered “pass,” 60-74 points are considered “conditional pass,” and 59 points or below are considered “fail.”

1. Research centers that pass the evaluation with 90 points or above will be exempt from evaluation for two years, while those that pass the evaluation with 75-89 points will be exempt for one year.
2. Research centers that receive a “conditional pass” must submit an improvement plan to the Evaluation Committee within one month after the university-level meeting of the current year for verification and reference. The Office of Research and Development will present the plan to the first management committee meeting of the following year for evaluation. When the centers are evaluated again in the following year, their scores will be calculated as half of their scores from the previous year plus the scores received in the current year.
3. Research centers that receive a “fail” will be dissolved.
4. Research centers that do not submit documents will receive a “fail” directly.

V. The College will monitor the progress of research centers in implementing recommended improvements and present the measures taken and their implementation status to the first meeting of the Research Center Management Committee of the University in the following year for evaluation.

Research centers that dispute their evaluation results may provide a written explanation attached with supporting documents to the Evaluation Committee within one month of receiving the evaluation results. The Evaluation Committee will then send the resubmission to the Evaluation Committee of the University before the end of February for reevaluation.

Research centers are permitted to resubmit once only and are not allowed to file for another resubmission if the initial resubmission is denied.

VI . Matters not stated in the Guidelines shall be handled according to the law and relevant rules of NSYSU.

VII. The Directives have been passed in the College Executive Meeting and the University Research Center Management Committee and then submitted to the President for approval of implementation. The same procedure shall apply to all amendments to the Guidelines.