

**Guidelines for Academic Reviews of the Institutes (Preparatory Offices) and  
Research Centers in the Division of Humanities and Social Sciences,  
Academia Sinica**

Approved on February 17, 2000

Amended on April 16, 2002

Amended on November 3, 2006

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1. Academia Sinica (AS) wishes to assess the progress and accomplishments of ongoing research projects, to raise the academic standards of research, and to promote new research fields in each Institute (Preparatory Office) and Research Center within the Humanities and Social Sciences Division. These Guidelines were established with a view to achieve these goals.
2. An academic review (the Review) shall be conducted every five years.
3. The main points of the Review:
  - (a) Systematic coherence of research results and their compatibility with middle- and long-term development plans.
  - (b) Items of particular interest from research results.
  - (c) Evaluation of and suggestions for the research quality of researchers.
  - (d) Standard of the research results and their standing compared to the domestic and international scholarly community.
  - (e) Suggestions for the enhancement and future direction of research development.
4. Establishment of the Review Committee:
  - (a) AS will establish a Review Committee for each Institute (Preparatory Office) or Research Center. The Committee will have seven to eleven members, including a convener and a vice convener, appointed by the President of AS.
  - (b) Members of the Committee are invited based on their expertise to cover the major research fields of the reviewed Institute (Preparatory Office) or Research Center.
  - (c) The Review Committee should be established at least six months prior to the date when the Committee meets.
5. The Review Process:
  - (a) The reviewed Institute (Preparatory Office) or Research Center should submit the following materials as reference to the Review Committee at least two months prior to the start of the Review.
    - (1) Middle- and long-term development plan.

- (2) Brief description of research results and related academic contribution in the past five years.
  - (3) The development and difficulties of the major research fields.
  - (4) Lists of publications of individual researchers.
  - (5) Self-assessment based on comparison with at least one domestic and international research university or research institution of similar stature.
  - (6) Other supporting materials.
- (b) Members of the Committee may request additional materials from the reviewed Institute (Preparatory Office) or Research Center upon receiving the package that the Central Academic Advisory Committee has prepared for the evaluation.
  - (c) The following activities may be held during the Review:
    - (1) Briefing given by the reviewed Institute (Preparatory Office) or Research Center.
    - (2) Individual interviews or group discussions with researchers.
    - (3) Review Committee Meeting.
    - (4) Discussions with directors of each individual Institute (Preparatory Office) or Research Center, and other related activities.
  - (d) A formal written report should be submitted by the convener of the Review Committee within one month following the completion of the Review.
  - (e) The President or Vice President of AS will convene a meeting of the conveners and vice conveners of all the Review Committees within three months after the completion of the evaluation of all the Institutes (Preparatory Offices) and Research Centers in the Division to discuss the overall development of the humanities and social sciences in AS.