



**Univerzita Karlova**  
**Fakulta humanitních studií**  
Charles University  
Faculty of Humanities  
*U Kříže 8, 158 00 Praha 5*

**Research administration office**

**Evaluation of Scientific and Research Results at Charles University**

*General Information*

In order to support the growth of a wide range of fields and subjects pursued at its faculties and institutes in accordance with international standards, and to reinforce the university's position as a significant European research institution, Charles University is implementing the process of internal evaluation of scientific and research results. Its goal is to gather correct and verifiable information on the quality of the university's research activities. Based on this information, recommendations and actions will be taken in order to secure further growth of quality research. The evaluation's goal is to promote these research fields pursued at the university which are comparable in quality with that of the leading European universities and research institutions, and to contribute to their further growth and development.

*Organization*

Research evaluation is organized into four panels:

- Humanities
- Social Sciences
- Natural Sciences
- Medicine

The primary task of the said panels is to work-out the evaluation reports reviewing the state and quality of particular research fields and subjects at a given faculty or other institution of Charles University, based on the gathered data. These data include:

- Peer reviews of research results, written by independent (having no affiliation with Charles University) international experts in the respective fields
- Bibliometric analysis
- Reports worked-out by the evaluated institutions
- Grants, projects, patents, and other research outcomes
- Programs of study, numbers of their students and graduates

*Who we are looking for*

To secure the process of research evaluation, Charles University is looking for renowned international experts to serve either as **panel members**, or **reviewers**. Their responsibilities will be:

**(a) Panel members:**

- Evaluation of research fields and areas based on the provided data
- Organization and preparation of peer reviews
- Visiting the evaluated institutions (if necessary, in order to collect additional information)
- Their work is supposed to take place by use of the electronic system; however, approximately two panel meetings will be held in Prague
- The work activity of panels is estimated to take place from **July 2019 to December 2020**
- **In the second half of 2019**, the panel members will finalize the list of peer reviewers and will assign the research results to individual peer-reviewers
- **Throughout 2020**, panel members will work-out the evaluation of research fields and areas

**(b) Reviewers:**

- Evaluation of quality of scientific results (most notably academic publications) in their respective field
- Each reviewer will be responsible for writing **10-20 reviews** maximum
- The reviewing period is estimated to be from **July 2019 to January 2020**

Both panel members and reviewers will get a monetary compensation for their work.

At the current stage, we seek academics to be nominated as panel members and reviewers. Your nomination will be then passed on to the Evaluation Committee. What we ask of you at this stage is **only a preliminary agreement with potential cooperation**. If you agree with your nomination,

**please fill in the attached short form and email this form back to our office to Mr. Karla**  
[michal.karla@fhs.cuni.cz](mailto:michal.karla@fhs.cuni.cz)

Involvement of international experts is absolutely essential for the success of the whole evaluation system at our University.

We greatly appreciate your participation.

Best regards,

doc. PhDr. Gabriela Seidlová Málková, Ph.D.  
*Vice-Dean for Science and Research*