

National Chung Hsing University

Office of Physical Education and Sports

Journal of NCHU Physical Education Research Editorial Board

Organizational and Editorial Rules

January 14, 2014 Revisions passed by the 4th Office General Meeting, Academic Year 2013-2014

December 22, 2015 Revisions passed by the Editorial Board Meeting for the 15th issue of the Journal of NCHU Physical Education Research

January 23, 2018 Revisions passed by the 1st Editorial Board Meeting for the 18th issue of the Journal of NCHU Physical Education Research

January 23, 2018 Revisions passed by the 3rd Office General Meeting, fall semester of Academic Year 2017-2018

January 8, 2019 Revisions passed by the Editorial Board Meeting for the 18th issue of the Journal of NCHU Physical Education Research

January 8, 2019 Revisions passed by the 3rd Office General Meeting, fall semester of Academic Year 2018-2019

January 12, 2021 Revisions passed by the Editorial Board Meeting for the 20th issue of the Journal of NCHU Physical Education Research

January 12, 2021 Revisions passed by the 2nd Office General Meeting, fall semester of Academic Year 2020-2021

September 14, 2021 Revisions passed by the Editorial Board Meeting for the 21st issue of the Journal of NCHU Physical Education Research

September 14, 2021 Revisions passed by the 1st Office General Meeting, fall semester of Academic Year 2021-2022

December 28, 2021 Revisions passed by the 2nd Editorial Board Meeting for the 21st issue of the Journal of NCHU Physical Education Research

January 18, 2022 Revisions passed by the 3rd Office General Meeting, fall semester of Academic Year 2021-2022

- Article 1 The National Chung Hsing University Office of Physical Education and Sports (hereinafter referred to as “the Office”) issues the Journal of NCHU Physical Education Research (hereinafter referred to as “the Journal”) in January each year to provide academic publishing opportunities and a channel for communications in the field of physical education and sports science. The Journal’s Editorial Board (hereinafter referred to as “the Board”) is responsible for the editing and publication of manuscripts.
- Article 2 The University’s President shall serve as the Journal’s publisher and shall not sit on the Board.
- Article 3 The Board shall elect one editor-in-chief from among its members for appointment by the Director of Physical Education and Sports, who shall serve as an ex officio member of the Board. The Director of the Teaching and Research Division shall serve as executive editor. The Board shall consist of multiple members elected from among the full-time (including contract) faculty members of the Graduate Institute of Sports and Health Management. Board members shall be domestic and international scholars with excellent academic standing and a strong commitment to academic service. Board members shall assist with the review of manuscripts in their academic field and appoint the reviewers for such manuscripts. All of the aforementioned personnel shall serve a two-year term on the Board.
- Article 4 The Board is responsible for the following duties:
1. Planning and drafting the Journal’s development priorities and principles
 2. Stipulating regulations governing calls for papers and the review of manuscripts
 3. Deliberating over matters concerning publishing agreements, manuscript review, and manuscript acceptance
 4. Handling complaints and disputes
 5. The executive editor shall coordinate the editing and administrative tasks of the Journal, including calls for papers, the collection and review of manuscripts, and the handling of journal printing, publication fees, and publishing agreements.

6. Other related matters

- Article 5 The Journal shall accept online submissions of manuscripts and shall adopt the double-anonymous review process.
- Article 6 The Journal shall review papers on a first-come-first-serve basis. The entire process of submission acceptance, review, response from the author(s), revision review, and acceptance for publication shall take two to five months. Submitted manuscripts shall first undergo a format review and will be returned for revision if the format is not in compliance with the Journal's guidelines. Each manuscript shall only be eligible for two format reviews and will be rejected on its third submission if it still does not meet the Journal's requirements.
- Article 7 Reviews may end in any of the three following outcomes:
1. Publication after revision: Manuscripts revised by their author(s) shall be forwarded to Board members in the same academic field for a final decision.
 2. Revision followed by a secondary review: The author(s) shall respond to the review comments or revise their manuscript based on said comments. The revised manuscript shall be forwarded by the executive editor to the original reviewers for secondary review. Each manuscript shall only be eligible for three revision reviews, after which the Board members in the same academic field shall decide whether to proceed with further review or reject the manuscript.
 3. Rejection: Upon verification by Board members in the same academic field, the author(s) shall be notified that the manuscript has been rejected.
- Article 8 Manuscripts that do not meet the Journal's standards shall be rejected. After the secondary review, the executive editor shall notify the author(s) to complete manuscript revisions based on the review comments within two weeks and resubmit the revised manuscript to the Journal for further review. Failure to resubmit revised manuscripts before the deadline shall be considered a withdrawal from submission.
- Article 9 Manuscripts authored by a Board member who specializes in any academic field, whether covered by the Journal or not, shall be reviewed by Board members recommended by the editor-in-chief.
- Article 10 Papers shall be published in order of acceptance. If too many submissions are accepted for a given issue, publication may be postponed to the following issue.
- Article 11 These Enforcement Rules shall be promulgated and implemented upon approval by the Editorial Board of the Journal of NCHU Physical Education Research and filing with the Office General Meeting for reference.