

## UWL CBA Scholarly Productivity Guidelines

The mission statement of the CBA emphasizes personal and professional development of its students. The CBA objectives state that appropriate pedagogic, scholarly and service activities are instrumental in supporting the mission of the institution and that the CBA supports all forms of research. The mission and objectives imply that scholarly activities can focus on discipline-based scholarship, contributions to practice, or learning and pedagogical research. Faculty can utilize many different avenues and combinations of activities to meet the scholarly productivity guidelines. The following guidelines have been developed to facilitate an awareness of the expected types and level of scholarly activity among all CBA faculty.

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**Each faculty member is expected to author one refereed journal article in the last three years and:**

1. A second journal article in the last four years, including discipline-based articles, articles in practitioner journals, and articles on teaching innovation and cases published in refereed journals **or**
2. One significant published, peer reviewed scholarly activity (typically a scholarly book or monograph) in the last five years **or**
3. Received a significant external grant in the last three years (the grant should be subject to a review process and external to UW-L) **or**
4. Served as journal editor or had significant editorial responsibility for at least a two year period in the last five years (see note c for further clarification) **or**
5. Two other scholarly activities in the last three years including such activities as refereed paper presentations at international, national or regional meetings and/or documented instances of empirical program assessment resulting in recommendations for curricula development in the past three years **or**
6. Three other scholarly activities in the last three years including such activities as:
  - Book chapters
  - Non-refereed journal articles
  - Book reviews
  - Study guides
  - Professional/technical reports
  - Presentations at practitioner seminars or conventions
  - UW-L grants such as faculty research
  - Supervision of research by undergraduate or graduate students or fellows unrelated to teaching responsibilities
  - Sponsored research reports on practice issues
  - New course creation
  - Executive education course creation
  - Case authorship (not published in journal)
  - Documented practice software
  - Editorial responsibilities not meeting criteria #4
  - Other significant professional research projects

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### Notes and Clarifications:

- a. In cases of joint authorship, each author will receive full recognition of the work.
- b. Accepted and/or published scholarly works will receive full recognition.
- c. Refereed journals include those listed in any current Cabell's [Directory of Publishing Opportunities](#), as well as other publications that have a review process consisting of two or more peer reviewers. Electronic mediums meeting these requirements are acceptable.
- d. Publications in proceedings are normally considered as only part of a presentation; that is, additional recognition will not accrue for work published in proceedings following a presentation that has no subsequent review process.
- e. Completion of a dissertation does not apply toward any of the criteria.
- f. Classification of scholarly activities is the judgment of the assoc. dean along with department chairpersons and authors.
- g. New assistant professors to the CBA will be granted 3 years from the effective date of their appointment to satisfy the productivity requirements. During this 3-year period, new faculty will be granted release time regardless of whether they meet the scholarly productivity guidelines.