

JOURNAL REVIEW POLICY (updated 12/2021)

- It is a faculty member's responsibility to document the quality of the journals in which they publish. To assist in this task, CBE generally accepts the journal ratings of the Australian Business Deans Council (ABDC) Journal Quality List¹, as it is regularly reviewed and updated, and widely used among AACSB accredited schools.
- Faculty members who wish to publish in peer reviewed, non-predatory journals that are not on the ABDC list may submit evidence of journal quality to a journal review committee composed of the Associate Dean and Department Chairs.
- Journals rated A, B or C on the ABDC list or on the supplemental list are expected to be peer-reviewed, publicly disseminated, and non-predatory.
- As the ABDC list is not updated in real time, new information about the predatory nature of a particular journal may come to light in between reviews. Therefore, a faculty member should also check other sources, such as Cabell's Blacklist² prior to submission. Publications in journals that are determined by the majority of the journal review committee to be predatory or published by predatory publishers will not be accepted by CBE.
- Periodically, Department Chairs may update the list of journal on the supplemental list and remove those 1) that have been added to an updated version of the ABDC list; 2) for which new information about the predatory nature of the journal or publisher has come to light.
- If a faculty member has published in a journal that was on either the ABDC or supplemental journal list at the time of submission but has since been removed from the list, the point value at the time of submission may be used for the purposes of determining workload as long as the article date falls within the five year evaluation period.

Criteria:

- For a journal not on the ABDC List to be ranked as a "C" journal, the Department and/or the author shall provide documented evidence that the article published in the journal is/was peer reviewed and that the journal is publicly disseminated and non-predatory.
 - a. Documentation that the article is/was peer reviewed may include: 1) peer reviewer comments; 2) an email or letter from the journal editor stating that the manuscript was peer reviewed; 3) documented evidence that the journal is listed on a recognized peer-reviewed journal list.
 - b. Documentation that the journal is publicly disseminated includes articles that are: 1) available for free or at a nominal reprint cost

¹ <https://abdc.edu.au/research/abdc-journal-quality-list/>

² <https://www2.cabells.com/predatory>

from a public or publicly-available source; 2) available without a requirement of membership in an organization or association; and 3) available in English.

- c. Documentation that a journal is non-predatory may include verification that the journal is not listed in Cabell's Blacklist.
- For a journal not on the ABDC List to be ranked higher than a "C" on the ABDC List, the Department and/or the author shall provide documentation that the journal is comparable to "A+," "A," or "B" journals on the ABDC List in the author's discipline. Criteria to be used in making that determination shall be either:
 - a. A journal with both:
 - i. Either an "H" index or "G" index value equal to or above the top of the 25th percentile* of similarly ranked journals on the ABDC List in the author's discipline,** and
 - ii. Citation rate (cites/paper) equal to or above the top of the 25th percentile of similarly ranked journals on the ABDC List in the author's discipline.**
 - or
 - b. A ranking of the journal on a journal ranking list comparable to the ABDC List at one or more CBE peer or aspirant universities in the author's discipline.

[*25th percentile= **first quartile** (designated Q1) = **lower quartile** = lowest 25% of data

**Available at: www.harzing.com/pop.htm]

Point Allocations

Academic Engagement Activities (for SA and PA Qualifications)

Type of Academic Engagement	Points
Article published in a Category 3 or 4 [A/A+] peer-reviewed journal	13
Article published in a Category 2 [B] peer-reviewed journal	9
Principal Investigator or Co-PI on a research grant from external agencies with an award totaling at least \$50,000	9
Published book (first edition of textbook, edited volume, academic or practitioner)	9
Article published in a Category 1 [C] peer-reviewed journal	5
Peer reviewed practice-oriented ICs (professional or practitioner journal)	5
Principal Investigator or Co-PI on research grant from external agencies with an award totaling at least \$25,000 but less than \$50,000	5
Peer-reviewed book chapter	5
Significant annual editorial responsibilities for a quality peer reviewed journal	5
Principal Investigator or Co-PI on research grant from external agencies with an award totaling less than \$25,000	3
Publication of a professional book	3
Peer-reviewed published case study with instructional materials	3
Peer-reviewed paper presentation at academic or professional conferences	3
Peer-reviewed conference proceeding	3
Development of first-edition, peer-reviewed, publicly available software with instructional materials	3
Editorially reviewed ICs	3
Revision of a published textbook	2
Provided academic expertise to external media on an issue other than those on the UN SDG	2

Academic Societal Impact Measures (for all qualification categories)

Using academic expertise to support non-profit or government board or taskforce	4
Providing substantive pro-bono consulting service to community	4
Provided academic expertise to external media on an issue on the UN SDGs	2
Using academic platform to address societal issues	2

Professional Engagement Activities (for SP, PA and IP Qualifications)

Type of Professional Engagement	Points
Principal Investigator or Co-PI on a research grant from external agencies with an award totaling at least \$50,000	9
Peer reviewed practice-oriented ICs (professional or practitioner journal)	5
Principal or secondary investigator in a research grant of at least \$25,000 but less than \$50,000 from external agencies	5
Paper presentation at an academic or professional conference	3

Type of Professional Engagement	Points
Invited paper presentation	3
Leadership positions and participation in recognized academic or industry societies and associations (e.g., session chair, program chair, officer, etc.)	3
Principal Investigator or Co-PI on research grant from external agencies with an award totaling less than \$25,000	3
Documented maintenance of a current professional certification or license	3
Documented continuing professional education experiences	3
Material and time intensive consulting activities (paid)	3
Faculty internships	3
Development and presentation of executive education programs	3
Significant participation in business professional associations	3
Maintaining an active consulting practice deemed to be significant and related tot teaching area	3
Development of a new course or new degree program	3
Meaningful participation in faculty development and continuous education programs with demonstrated pedagogical outcomes	3
Editorially reviewed ICs	2
Panel discussant at an academic or professional conference	2
Reviewer for a journal or conference in the area of specialization	2
Participation in professional events (e.g., speaking engagements)	2
Provided professional expertise to external media issue other than those on the UN SDG	2