



## Kremen School of Education and Human Development Scholarly Publication Evaluation Form

Kremen School  
of Education and  
Human Development

**Directions:** Sections I, II, and III are to be completed by the candidate for each publication submitted in the RTP (Retention/Tenure/Promotion) process. Section IV should be completed by the Department Personnel Committee after reading the submitted publication. (Useful resources include Ulrich's Periodicals Directory, Cabell's Directory of Educational Curriculum and Methods, Cabell's Directory of Educational Psychology and Administration, and Cabell's Directory of Educational Technology and Library Science, all available in the Henry Madden Library.)

This evaluation form was designed for use consistent with CSU Fresno Academic Policy Manual's requirement for professional development and scholarly/creative activity: "All faculty members are expected to engage in a demanding program of professional development and scholarly/creative activities" (APM 325 and APM 327), and "The Scholarship of Discovery is documented through critically evaluated and professionally recognized activities such as Journal articles; Monographs; Proceedings; Poems; Stories; Artistic creations; Awarded grants and evidence of subsequent work; Public performances; Published books; and Public presentations" (APM 327). This form serves to evaluate scholarly publications.

### I. Information about the Publication

1. Bibliographic reference (Format: APA Style Manual, 6<sup>th</sup> Edition):
2. Provide the abstract or a brief summary of the publication:
3. Describe the relevance of the publication to the candidate's field:
4. The publication is (check all that apply):
  - Peer-reviewed journal article
  - Indexed journal article
  - Other type of publication (e.g., book, book chapter, edited book, invited journal article, non-indexed journal article, book review, non-scholarly magazine/newspaper article)
  - First or solo authored by the candidate
5. Was the publication submitted by the candidate for peer review *-or-* was it an invited submission?
  - Submitted for peer review       Invited submission

### II. Information for Journal Articles

1. Type of article (check all that apply):
  - Empirical Research       Conceptual       Application/Practitioner-Oriented

\_\_\_\_ Review (Book, Software, etc.)                      \_\_\_\_ Other (Specify):

2. Is the journal blind peer reviewed?    \_\_\_\_ Yes    \_\_\_\_ No
3. Is the journal indexed in at least one professional index?    \_\_\_\_ Yes    \_\_\_\_ No  
If so, in what index (or indices) can the journal title be found?
4. Who is the publisher of this journal?
5. If the candidate was not first or solo author, describe the candidate's specific role in the writing and/or research leading to the final article:

**Optional Information for Journal Articles:**

1. What is the acceptance rate for this journal?                      \_\_\_\_ %
2. List the Journal Impact Factor, Influence Score, or an alternative metric that is pertinent to the field in which the journal is published: \_\_\_\_\_

**III. Information for Books or Book Chapters**

1. This publication would be best categorized as (check all that apply):  
\_\_\_\_ Monograph    \_\_\_\_ Academic Textbook    \_\_\_\_ Edited Book  
\_\_\_\_ Book Chapter    \_\_\_\_ Handbook Chapter    \_\_\_\_ Other (Specify):
2. Type of research (check all that apply):  
\_\_\_\_ Empirical    \_\_\_\_ Conceptual    \_\_\_\_ Application-/Practitioner-Oriented  
\_\_\_\_ Other (Specify):
3. Was the book or book chapter submitted for editorial review?    \_\_\_\_ Yes    \_\_\_\_ No  
If no, describe the submission process:
4. Is the book or book chapter included in a professional index?    \_\_\_\_ Yes    \_\_\_\_ No  
If so, in what index (or indices) can the book title be found?
5. Who is the publisher of the book?
6. If the candidate was not first or solo author, describe the candidate's specific role in the writing and/or research leading to the book or book chapter:

**IV. TO BE FILLED OUT BY DEPARTMENT PERSONNEL COMMITTEE:**

1. The publication is (check all that apply):  
 Peer-reviewed  
 Indexed  
 First or solo authored  
 Published or accepted for publication and documented with a letter of unconditional acceptance (not pending revisions)
  
2. Having read the publication, it meets the requirements of scholarship as specified in the candidate's Probationary Plan:       Yes       No
  
3. Provide additional comments (if any):

**Signatures**

\_\_\_\_\_

Department Personnel Committee Member

\_\_\_\_\_

Date

\_\_\_\_\_

Department Chair (*if not part of the Department Committee*)

\_\_\_\_\_

Date