**Research Credit Guidelines for Publication in the CBA**

To receive research credit, the items listed below must be assembled in the following order and presented to the Dean’s Office.

1. **A copy of the faculty member’s AACSB Short Vita** (OFIS system) with the journal article for which the credit is being requested listed on the short vita. All previously published articles on the vita must include appropriate issue, volume, and publication dates.
2. **Proof of acceptance for publication** in the form of a letter or email from the editor or actual journal publication.
3. **A screen shot showing paper has been uploaded to your SSRN account.** This may occur subsequent to journal acceptance.
4. **A screen shot of your Google Scholar Profile** (Just your active account, not of this paper in it; it will be picked up automatically)
5. **Documentation identifying the award category and evidence showing which of the criteria are satisfied**.

**Guidelines**

* Please refer to Expenditure Guidelines for details on permitted uses.
* Request must be submitted within one calendar year of acceptance.
* An award given for publication is not eligible for any other development award offered by the CBA.
* If more than one CBA faculty member authors the publication, the award will be split equally among the authors.
* If more than one CBA faculty member publishes the article, all authors must agree which award incentive category they will apply for.  One author may not apply for award in one award category while the other author(s) apply for a different credit amount in a different award category.
* If the applicant is the editor/co-editor of the journal or the journal is edited/co-edited by a faculty member at Central Michigan University, applicant must sufficiently demonstrate to the Dean’s office that the publication process was followed as would be at a journal without such relationships.
* These guidelines do not replace, alter, or otherwise influence research requirements in department bylaws for Reappointment, Promotion, or Tenure.
* Applicants who are denied research credit or feel a publication should be in a different category may provide evidence in support of their request to the CBA Associate Dean.

**Outstanding: $5,000**

The criteria for Outstanding Paper Award has been designed to include truly outstanding, almost universally regarded “A” journals. These tend to be the most highly regarded journals within each discipline, usually requiring the greatest contribution level and effort. Any journal that meets at least one of the following criteria is defined as Outstanding for the sole purpose of qualifying for the CBA Outstanding Paper Award and research credit:

* Any journal rated AJG 4 in the most-recent Academic Journal Guide of the Association of Business Schools (<https://charteredabs.org>).
* Any journal listed in the current year Financial Times 50 ranking.
* Publications listed in the current Washington & Lee University law journal database with a Combined Score of 50 or higher (<https://managementtools4.wlu.edu/lawjournals>).

**Premiere: $3,000**

Premiere journals are intended to encompass leading field journals in each discipline. Generally, these include well recognized journals that consistently publish quality work. For purposes of the premiere research credit award, a “Premiere” journal is defined as a publication that meets one of the following criteria:

* Any journal rated AJG 3 in the most-recent Academic Journal Guide of the Association of Business Schools (<https://charteredabs.org>).
* Any journal listed as Quartile 1 (Q1) in the Scimago Journal & Country Rank (<https://www.scimagojr.com>).
* Any journal with a Journal Citation Report (JCR) five-year journal impact factor greater than 3.0 (<https://jcr.incites.thomsonreuters.com>).
* Publications listed in the current Washington & Lee University law journal database† with a Combined Score of 16 or higher (<https://managementtools4.wlu.edu/lawjournals>).
* Publications with a Combined Score in the top 10% of their “Subject” in the Washington & Lee University law journal database (e.g., as of this writing, Economics Law has 42 journals, the top 4 would qualify).

**Enhanced: $1,500**

Enhanced journals are intended to quantify the highly regarded, high quality journals not captured above. For purposes of the enhanced research credit award, an “Enhanced” journal is defined as a publication that meets one of the following criteria:

* Any journal rated AJG 1 or 2 in the most-recent Academic Journal Guide of the Association of Business Schools (<https://charteredabs.org>).
* Any journal listed as Quartile 2 (Q2) in the Scimago Journal & Country Rank (<https://www.scimagojr.com>).
* Any journal with a Journal Citation Report (JCR) five-year journal impact factor greater than 0.50 (<https://jcr.incites.thomsonreuters.com>).
* Publications listed in the current Washington & Lee University law journal database† with a Combined Score 1.0 or higher (<https://managementtools4.wlu.edu/lawjournals>).

**Regular: $1,000**

Regular journals are intended to reflect all legitimate, peer-reviewed journal publications not identified above. For purposes of the regular research credit award, a “Regular” journal is defined as a publication that is *peer reviewed with a minimum of two external reviewers or published by an ABA accredited law school.* Conference proceedings, where the majority of the presentations at a conference are contained as papers, shall not count.

†Where current Washington and Lee database ranks the journal “NA”, 2017 rankings may be substituted.