**Minimum Requirements for Research Criteria   
for Promotion to Full Professor**

**Name:**

**Date of Appointment (likely Fall and the year) of appointment to Associate Professor or as indicated in Offer Letter:**

*Table 1. List of artifacts aligned to the Minimum Requirements for Criteria for Promotion to Full Professor (COE Procedures and Criteria for Performance Review, 2010, p. 13).*

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| --- | --- | --- |
| Area | Criteria | Documentation of artifacts1 that meet the criteria; list in APA format |
| A. | **Fourteen products** since appointment as associate professor; of these fourteen products, **ten must be either Level One (i.e., five must be from Level One) or Level Two** | *Note: Only include in press or published artifacts. As needed, add more rows or delete rows for publications to this column under the appropriate heading (i.e., Level One, Two or Three).*  **Level One** |
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| **Level Two** |
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| **Level Three (selected2)** |
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| B. | **Three refereed journal articles, book chapters, or external grants** since the appointment to the rank of associate professor  **OR**  **Authoring/co-authoring a book**, which has been published in a nationally recognized publishing house since appointment to the rank of associate professor | *Note: Artifact citations listed here can also be listed in Area A. In addition, list ALL artifacts that meet criteria for Area B. As needed, add more rows or delete rows for publications to this column.* |
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| C. | Among the required number of refereed publications, **the candidate must be the first author in at least two refereed journal articles** since appointment to the rank of associate professor | *Note: Artifact citations listed here can also be listed in Areas A and B. In addition, list ALL artifacts that meet criteria for Area C.* |
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1 See Documentation and Types of Products (COE Procedures and Criteria for Performance Review, 2010, p. 10-12) for descriptions of publications and work that qualify as Level One, Level Two and Level Three.

2 Listing represents selected Level Three artifacts aligned to my Research Agenda and does not include the significant number of required program review, federal, and accreditation reports I wrote or supported faculty in writing in order to maintain state approved, nationally accredited degree programs that lead to licensure in the state of Arizona.

*Table 2. Impact of publications listed in Table 1 and aligned to the Minimum Requirements for Criteria for Promotion to Full Professor.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Artifact1 | Impact Factor2 | H Index2 | Downloads/ Views/Reads3 | Notes |
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1 List in APA format

2 Use external sources such as Scimago Journal and Country ranking (see <https://www.scimagojr.com/>); if a ranking for the journal is not available, provide information regarding the journal’s review process in Appendix A below

3 Use external sources such as ResearchGate (see <https://www.researchgate.net/>)

**Outstanding in Research Criteria   
for Promotion to Full Professor**

**Name:**

**Date of Appointment (likely Fall and the year) of appointment to Associate Professor or as indicated in Offer Letter:**

*Table 1. List of artifacts aligned to the Outstanding in Research Criteria for Promotion to Full Professor (COE Procedures and Criteria for Performance Review, 2010, p. 13).*

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| --- | --- | --- |
| Area | Criteria | Documentation of artifacts1 that meet the criteria; list in APA format |
| A. | **Twenty products** since appointment as associate professor; of these twenty products, **fourteen must be either Level One (i.e., nine must be from Level One) or Level Two** | *Note: Only include in press or published artifacts. As needed, add more rows or delete rows for publications to this column.*  **Level One** |
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| **Level Two** |
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| **Level Three (selected2)** |
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| B. | **Six refereed journal articles, book chapters** since the appointment to the rank of associate professor  **OR**  **Three refereed journal articles or book chapters and authoring/co-authoring a book**, which has been published in a nationally recognized publishing house since appointment to the rank of associate professor | *Note: Artifact citations listed here can also be listed in Area A. In addition, list ALL artifacts that meet criteria for Area B. As needed, add more rows or delete rows for publications to this column.* |
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| C. | Among the required number of refereed publications, **the candidate must be the first author in at least two refereed journal articles** since appointment to the rank of associate professor | *Note: Artifact citations listed here can also be listed in Areas A and B. In addition, list ALL artifacts that meet criteria for Area C.* |
|  |
|  |

1 See Documentation and Types of Products (COE Procedures and Criteria for Performance Review, 2010, p. 10-12) for descriptions of publications and work that qualify as Level One, Level Two and Level Three.

2 Listing represents selected Level Three artifacts aligned to my Research Agenda and does not include the significant number of required program review, federal, and accreditation reports I wrote or supported faculty in writing in order to maintain state approved, nationally accredited degree programs that lead to licensure in the state of Arizona.

*Table 2. Impact of publications listed in Table 1 and aligned to the Outstanding in Research Criteria for Promotion to Full Professor.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Artifact1 | Impact Factor2 | H Index2 | Downloads/ Views/Reads3 | Notes |
|  |  |  |  |  |
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|  |  |  |  |  |
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1 List in APA format

2 Use external sources such as Scimago Journal and Country ranking (see <https://www.scimagojr.com/>); if a ranking for the journal is not available, provide information regarding the journal’s review process in Appendix A below

3 Use external sources such as ResearchGate (see <https://www.researchgate.net/>)

*Table 3. Evidence aligned to “attainment of national or international reputation for excellence in the appropriate profession or field of scholarly activity” (COE Procedures and Criteria for Performance Review, 2010, p. 13-14).*

|  |  |
| --- | --- |
| Recognition/Invitations1 | Description/Impact |
|  |  |
|  |  |
|  |  |

1 Examples include awards and recognition by national groups, invitations to serve on national editorial boards, and departmentally-solicited external reviews by prominent scholars.

**Additional Ranking Information Supporting Publications in Table 2. Impact of Publications**

**Helpful sites for Quality and Impact:**

Google Scholar: <https://scholar.google.com/>

Click on My Profile to create profile

Research Gate: <https://www.researchgate.net/>

Click Join for Free to create profile

Journal Impact Factor (IF) <https://researchguides.uic.edu/if/impact>

Journal & Country Rank <https://www.scimagojr.com/>

Publications Impact Indexes <https://www.mondragon.edu/en/web/biblioteka/publications-impact-indexes>

**From Google Scholar**: Google Scholar Citations provides a way for authors to keep track of the number of citations to their articles. The h-index of a publication is the largest number h such that at least h articles in that publication were cited at least h times each. Google Scholar provides the example, if a publication with five articles cited by, respectively, 17, 9, 6, 3, and 2, has the h-index of 3. The i10-index is equal to the number of publications with at least 10 citations.

|  |  |  |
| --- | --- | --- |
|  | All | Since 2016 |
| Citations | 75 | 42 |
| h-index | 6 | 5 |
| I10-index | 5 | 4 |

**From Research Gate**: the RG Score is a metric that measures scientific reputation based on how all an author’s research is received by their peers. To provide an overview of a researcher’s body of work – a Total Research Interest Score is provided which adds up the Research Interest scores from all an author’s research items on their profile. When researchers read, recommend, or cite a research item, its Research Interest goes up. The Citations and Reads Scores are a simple metric designed to show an author exactly how often research is being cited and/or accessed on ResearchGate, in real time.

|  |  |
| --- | --- |
|  | All |
| RG Score | 7.57 |
| Total Research Interest | 19.7 |
| Citations | 36 |
| Reads | 428 |

**TIP:** You may choose to **BOLD Your Name** within the reference listing for ease of identification.

* Additionally, you may choose to add a single asterisk (\*) to denote undergraduate students.
* Additionally, you may choose to add a double asterisk (\*\*) to denote graduate students.
* DON’T forget to add **NOTE** to bottom of table for reference:

**NOTE:** Author Name in BOLD, \* denotes Undergraduate Student, \*\* denotes Graduate Student