

## **Recognition of Scholarly & Creative Publications/Performances by HCC Employees Criteria & Guidelines – FY15**

The purpose of this program is to recognize original, substantial scholarly or creative work done by HCC employees, which makes a contribution to a discipline and is published or performed in a peer-reviewed venue. The goal is to celebrate accomplishments and is independent of any tenure/promotion-seeking processes at the College. Note that the work must have already been published (i.e., appeared in print or digital version) or performed to be eligible (not merely accepted for publication/performance) between May 1, 2014 and April 30, 2015.

### **Eligible scholarly publications/creative work:**

- Scholarly books authored or edited;
- Creative works published (novel, poetry, etc.);
- Textbooks, lab manuals and/or other published supplemental instructional materials;
- Chapter in a book;
- Short story, poem, article or other creative non-fiction, substantial book/performance review, or dramatic work published in a peer-reviewed journal or other peer-reviewed publication;
- Published conference proceeding (provided there is a peer-review process and the full paper is published);
- Patented invention;
- Published data set;
- Published curriculum, diagnostic instrument, or software (provided that authorship is evident and that there is evidence of peer review, comparable to other scholarly work, and in the case of curriculum or diagnostic instrument, that it is published and adopted at a state, regional, or national level,)
- Comparable (i.e., peer-reviewed) work in the visual and performing arts disciplines including but not limited to:
  - commissioned artwork;
  - display of work in a juried or invitational art exhibit;
  - illustrations or images in a published work;
  - editing a published exhibit catalog;
  - published or commissioned musical score or sound recording;
  - invited curation of an exhibit (at a gallery or museum outside HCC);
  - published or peer/client-reviewed media including but not limited to online, broadcast, cable and satellite content;
  - musical/theatrical performances with a professional company (note that community or educational theatre/musical performances are excluded) in cases in which the performer was invited and/or auditioned.
- Digital publications will be considered provided there is a peer-review mechanism and the publication meets the other relevant criteria.
- Co-authored and/or co-edited works are eligible.

**Examples of ineligible work:**

- Paper given at a conference but not published;
- Published abstracts of conference proceedings;
- Self-published work in any format (i.e., a vanity press publication, personal website);
- Brief encyclopedia entries or annotations;
- Publication of an article, story, poem or other work in an “in-house” publication such as a campus newspaper, student literary journal, or departmental newsletter.
- Opinion pieces or letters to the editor.