

## **Policy to Incorporate New Journals in the College of Business and Management's (CBM) List of Accepted Journals – Final (3/6/2025)**

If a journal where the CBM faculty had published before Fall 2020 or seeks to publish is not in the existing CBM's list of accepted journals, including the current [Australian Business Deans Council](#) (ABDC) list, the faculty can then submit a petition to the Journal Review Subcommittee (JRS). The aim of the petition would be to make a case for journals that are not included in the existing CBM's List of Accepted Journals and current ABDC's list to be considered in the CBM's List of Accepted Journals. It is the responsibility of the faculty to provide JRS with supporting documents that will help the committee make an informed decision. Faculty should provide supporting documents to help JRS evaluate the following non-exhaustive criteria (criterion 14 is optional):

1. What is the journal's website?
2. Is the journal part of an academic society/association?
3. Who is the publisher/publishing house for that manuscript?
4. Does the journal list the editorial board with their full names and institutional affiliations? (Y/N)
5. Who are the Editor in Chief and Associate Editors?
6. Does the journal have a Peer Review process? (Y/N)
7. If yes, what peer review process is the journal using?  
PR            Blind PR        Double Blind PR
8. Are there archived journal issues on the website? (Y/N)  
Please provide the link for the archive
9. What is the impact factor(s) of the journal?  
What organization is publishing the impact factor?
10. Is the journal on any other list (SJR, AJG, etc.)?
11. How long has the journal been in existence?
12. How many issues have been released by this journal?
13. What is the acceptance rate of the journal?
14. Is there any endorsement or recommendation for the journal from other journals editors/associate editors?  
Provide evidence.

## **Journal Ranking Criteria**

Journal Review Subcommittee may also rank the journals based on the following criteria listed below. The criteria have been adopted from the 2019 ABDC Journal Quality List (<https://abdc.edu.au/research/abdc-journal-list/>)

### **A\***

Within the business and management field, including economics, there are a small number of grade A journals that are recognized world-wide as exemplars of excellence in quality of research. As the world leading journals in the field, they would be ranked among the highest in terms of impact factor. The initial paper selection and review process would be rigorous and demanding. Accepted papers would typically not only bring to bear large scale data and/or rigor in theory, but also be extremely finely crafted and provide major advances to their field.

### **A**

All journals rated A, whether included in the Journal of Distinction category or not publish the most original and best-executed research. As top journals in their field, these journals typically have high submission and low acceptance rates. Papers are heavily refereed. These top journals generally have among the highest citation impact factors within their field

### **B**

B rated journals publish original and well executed research papers and are highly regarded. These journals typically have good submission rates and are very selective in what they publish. Papers are heavily refereed. These highly regarded journals generally have good to excellent journal metrics relative to others in their field.

### **C**

These journals, in general, publish research of a recognized, but more modest standard in their field. A C rating is a useful indicator in that it indicates the journal meets normal scholarly standards, including a general expectation of double-blind peer review. Few journals in this category carry a citation impact factor.

## **Procedure to Petition for non-Listed Journals**

The Journal Review Subcommittee advises the CBM faculty to submit a petition to add a new journal **before** submitting his/her manuscript to a non-listed journal. If the CBM faculty submitting the petition is a member of the JRS committee, they will be excused from the decision-making process. Based on the JRS's joint decision on whether the non-listed journal is accepted in the existing CBM's List of Accepted Journals, the faculty can decide whether to publish in that journal or not. If the JRS decides not to include the petitioned journal in the existing CBM's List of Accepted Journals, the faculty can re-submit the petition to JRS with additional supporting evidence and/or documents answering the questions/ concerns raised by the JRS. Within two years (from the date of the first petition), a faculty can file a new petition for the same journal with new evidence requested by JRS.

## **JRS Journal Inclusion Criteria**

In 2019-20, JRS developed an existing CBM's List of Accepted Journals based on where CBM faculty published in past years and the list of journals available from Sedona. The above criteria and rankings were adopted for journals that were neither in the 2019 ABDC nor in the 2019 ABS lists and were ranked by JRS accordingly. Many journals that did not meet the above criteria were removed from the existing CBM's List of Accepted Journals. Based on petitions, JRS will release an annual version of CBM's List of Accepted Journals by the end of the year (i.e., November/December). This list would also be circulated by the College Executive Committee with the Annual Performance Review (APR) guidelines.

JRS will evaluate and revise the existing CBM's List of Accepted Journals every four years since its initial release. The purpose of this process will be to update the list with new eligible journals and/or remove the journals that no longer meet the criteria established by the JRS. This list will be released by the end of the fourth year. For example, JRS in 2022-23 updated the existing CBM's List of Accepted Journals. For academic years 2023-24, 2024-25, and 2025-26, JRS, based on petitions filed by current CBM faculty, would be adding journals to the CBM's List of Accepted Journals. However, in 2026-27, the JRS committee, besides evaluating the petitions, would also need to evaluate and revise the CBM's List of Accepted Journals and release the revised list by the end of May 2027.

For example, the XYZ journal was on the ABDC list in 2019 but was removed from the ABDC list in 2022. In this scenario, papers submitted in the XYZ journal before the release date of the 2022 ABDC list will be considered as part of the ABDC list, and the faculty will be given credit once accepted. However, if a faculty intends to publish in the XYZ journal after the release date of the 2022 ABDC list, the faculty will need to file a petition with JRS. The same process is applied to the CBM List of Accepted Journals.

### **Removed Journals**

A petition to re-include a journal that has been removed from the CBM List of Accepted Journals will only be reviewed after one year from the date of the issuance of the list.