

Call

The Provost and Vice President of Academic Affairs makes the call for contributions to *The Research Bulletin of Faculty and Students* each year at this time. *The Research Bulletin* is published every spring and includes a variety of research being conducted by faculty, staff and students in a number of fields. Please read the criteria for inclusion carefully. If your submission does not meet the criteria, it will not be included.

Dates of inclusion

All scholarly work delivered or published in the calendar year 2011 will be included.

Submission Process

There are two ways that entries may be submitted...

1. **Electronically:**

This year, the preferred method for *simple* submissions is via the **Electronic Submission Form**. The form can be found on the Research Bulletin page at: You will be asked to log in with your SVSU log-in name and password to use this form. When you log in, the form will populate some of your basic information. Please complete the remaining form fields as needed and hit submit. If you have more than one item for submission, please consider using method #2.

2. **E-Mail:**

As in years past, this method of submission allows you to format multiple items in one e-mail message. Please address the e-mail to lpeil@svsu.edu. If using this method, please either copy your entry directly into the body of the e-mail message or send the submission as an attachment to the e-mail as a Rich Text Format (RTF) file. Please include the subject line of: *2011 Research Bulletin Submission*.

Submission Format:

Acceptable entries are those prepared using a word processing program (such as MS Word, Corel WordPerfect or Google Docs) and saved as an RTF file. This file extension is necessary to remove all formatting in preparation for publication. Please use last year's *Bulletin* for guidance on what information to include and in what order. The categories are also listed below. Each entry may include an abstract of up to 250 words.

New faculty

Your contributions are encouraged and appreciated! If you did not receive a copy of last year's *Research Bulletin* during Fall Orientation, please contact me and I will be happy to get you a copy.

Collaboration

If you have collaborated with SVSU students in your research, please provide each student's name, major, minor, and e-mail address (if known). If you are aware of students who have published research alone, or whose work falls into any of the categories listed, please encourage them to send their submission or contact me for further information. If you have collaborated with faculty from other institutions, please list their institutions in full, and their full first names (not just initials) and credentials (if known).

In-house Publications, Presentations and Performances

These are not included in the *Research Bulletin*. Other things not included are self-published items and lectures delivered on campus to internal audiences.

Categories of Acceptable Contributions

Art Works: art works will be included when they are first exhibited at an adjudicated exhibition. Subsequent exhibitions may be included in an abstract for that art work.

Articles, Book Chapters, & Essays: papers published in refereed journals and in scholarly collections, book chapters and essays in peer-reviewed volumes.

Books: scholarly books in print: monographs, textbooks, and collections of the author's own work

Conference Papers & Presentations: refereed papers and presentations given at conferences of scholars. Conference proceedings are also included.

Edited Publications and Translations: editions include both single volumes edited by the contributor and journals of which the contributor is the primary editor.

Fiction: published novels and short fiction

Grants and Funded Research: for scholarly work underway or completed. The funding source, any identification number, and the period of the award supporting the research must be included.

Electronic Resources: online websites and resources of scholarly material of which the contributor is the main scholar. An abstract should specify how the resource is considered scholarly.

Patents: include those applied for as well as those granted.

Performances: performances such as professional theatrical and musical performances from people whose scholarly discipline is theatre or music. It also includes poetry readings in scholarly settings. If several musical performances are given in conjunction with the same ensemble, they will be given one entry under the name of the ensemble, subdivided for the different programs performed.

Poetry: individual poems will be included in this category when they are published in a refereed journal.

Poster Sessions: refereed posters presented at conferences of scholars

Reviews: critical reviews of scholarly works published in refereed journals