

## **Mission**

The mission of the *Journal of Higher Education Outreach and Engagement (JHEOE)* is to serve as the premier peer-reviewed, interdisciplinary journal to advance theory and practice related to all forms of outreach and engagement between higher education institutions and communities.

This includes highlighting innovative endeavors; critically examining emerging issues, trends, challenges, and opportunities; and reporting on studies of impact in the areas of public service, outreach, engagement, extension, engaged research, community-based research, community-based participatory research, action research, public scholarship, service-learning, and community service.

To address these needs, the *JHEOE* invites manuscripts in four categories of exploration related to outreach, community-higher education engagement, engaged research, public scholarship, and service-learning.

- **Research Articles** present quantitative and/or qualitative studies that demonstrate the short- and long-term impact of outreach and engagement on the participating community members; faculty and/or staff members; students (impact on their academic learning, personal growth, and/or sense of civic responsibility); or college or university as a whole.
- **Reflective Essays** examine current and emerging trends, perspectives, issues, and challenges in engagement, public scholarship, and institutional change.
- **Projects with Promise** articles describe a project; outline the initial steps used to assess the project's impact (and present initial findings); and include plans for sustaining the project, and plans for the project's long-term assessment.
- **Practice Stories from the Field** present and interpret stories about public engagement work, and experiences of higher education practitioners. Narrative inquiry methodology is used to collect and analyze data.
- **Book Reviews** are invited on works related to all dimensions of university-community engagement. They go beyond the simple description of the book's contents, and show evidence of sound scholarship.

- **Dissertation Abstracts** outline topics and methodologies for dissertation studies on all topics related to of university-community engagement.

### ***Criteria for Review and Selection***

Manuscript submissions are evaluated on the criteria outlined below.

- The appropriateness or fit for the mission of the *JHEOE*;
- The significance in contributing new knowledge (advancing a field of study; or providing best practices or lessons-learned);
- The rigor and appropriateness of the scholarship;
- The readability and flow of the information and ideas presented; and

Additional criteria are based on the manuscript types: as a research article; as a reflective essay; as a project with promise article; as a practice story from the field; as a book review; or as a dissertation abstract.

### ***Guidelines for Contributors***

Manuscripts should

- Represent original and unpublished work of the authors, and must not be under consideration by other publications;
- Indicate that Institutional Review Board (IRB) human subjects approval was secured if applicable (or explain why it was not required);
- Not be more than 10,000 words;
- Have a separate cover page that includes the names, institutional affiliations, addresses, phone numbers, and e-mail addresses of all authors, and mask all of this information throughout the manuscript to ensure anonymity in the reviewing process;
- Include a brief abstract (not to exceed 150 words);

- Be typed, double-spaced throughout, and include block quotes (when necessary) and appropriate references;
- Be formatted using American Psychological Association (APA) style, 6th edition;
- Have photos and graphics submitted as .jpg, .tif, or .eps files, not placed into the Word document. Tables, however, may be placed in Word documents;
- Be formatted and saved in Microsoft Word 2003, or higher; and
- Be read by someone that is not familiar with the topic of the manuscript (for content clarity) as well as copy edited (for grammatical correctness) prior to submission.

The *Journal* is a member of the Open Journal System (no subscription fee). For more information, or to submit a manuscript, visit: <http://www.jheoe.uga.edu>.

---

Trish Kalivoda  
*JHEOE* Editor, and  
Senior Associate Vice President  
Office of the Vice President for Public Service and Outreach  
The University of Georgia  
Treanor House  
1234 S. Lumpkin Street  
Athens, Georgia 30602-3692  
Phone: 706-542-3946 | Fax: 706-542-6278 | [jheoe@uga.edu](mailto:jheoe@uga.edu)