

Mission

The mission of the *Journal of Higher Education Outreach and Engagement* 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 *Journal of Higher Education Outreach and Engagement* invites manuscripts in 6 categories of exploration related to outreach, community-higher education engagement, engaged research, public scholarship, and service-learning.

- **Research Articles** present quantitative or qualitative studies that demonstrate the long-term impact of a university-community engagement project on the community, students, faculty and staff, or the institution.
- **Reflective Essays** are thought provoking examinations of current issues related to university-community engagement that are anchored in the literature.
- **Projects with Promise** are descriptions of nascent university-community engagement projects with early indications of impact; plan for long-term evaluation; plan for how the project will be sustained; and best practices for the reader to emulate.
- **Practice Stories from the Field** are narrative inquiry studies that illuminate issues related to university-community engagement.
- **Dissertation Overviews** summarize methods used to examine topics related to university-community engagement.
- **Book Reviews** are reviews of books related to university-community engagement that go beyond mere description of the contents to analyze and glean implications for theory and practice.

Criteria for Review and Selection

Manuscript submissions are evaluated against the criteria

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

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 dissertation overview; or as a book review.

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 of Higher Education Outreach and Engagement* 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
Journal of Higher Education Outreach and Engagement 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