# **UVU COLLEGE OF SCIENCE**

**Scholarly Activities Committee (SAC)**

**PUBLICATION FEE REQUEST**

This form should be used to request funds for publication of an accepted paper in an appropriate, non-predatory journal\*. This completed form, acceptance notification for publication, **and** aninvoice with clear payment instructions must be submitted via email as a Word Document to the Department Chair. The Chair will review, sign, and forward the request and invoice to the Associate Dean SAC Representative via email.

1. **Title of Paper:**
2. **Applicant’s Name:**
3. **Has the paper been accepted for publication? If not, do not submit this form until you have received acceptance notification and payment details.**
4. **Is the applicant the first or lead author of the paper\*\*? (Y or N)**
5. **Is the paper related to some aspect of biochemistry? (Y or N)**
6. **Name of first or lead author, if not the applicant:**
7. **Applicant’s email:**
8. **Student co-author name(s) (if any):**
9. **Non-student co-author name(s) and institution(s) (if any):**
10. **Name of publishing company:**
11. **Name of journal:** (see ***Notes on Selection of Journals\**** *to assess appropriateness*):
12. **Publication fees**

|  |  |
| --- | --- |
| Basic publication charge (for journals that have no per-page charge) | $ |
| Or |  |
| Page charges (for journals with per-page charge) |  |
| Per-page charge: |  |
| Total # of pages: |  |
| Total page charge: | $ |
| Color figure surcharge (if applicable) |  |
| Per-figure or per-page charge for color figures: |  |
| # of color figures or pages with color figures: |  |
| Total color figure surcharge: | $ |
| Other charges (please list) |  |
|  |  |
| TOTAL Publication cost REQUEST  | $ |

1. Is the invoice attached? (Y or N)
2. Payment instructions (i.e., specify details if given in emailed acceptance or indicate instructions are on invoice):

# **Signature Page**

***Typed signatures are acceptable.***

***Note to the supervisor***: The applicant named below is requesting funds from the Scholarly Activities Committee for publication fees. ***Please review the application to ensure the paper has been accepted for publication in an appropriate, non-predatory journal.***

1. Title of Paper:
2. Applicant’s Name\*\*:
3. Publisher name:
4. Journal name:

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Applicant Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor\*\*\* Date

\*\*SAC will pay the full publication cost if the applicant is the first or lead author. In cases where the paper represents a collaboration with another institution and the applicant is not the first or lead author, SAC may pay a portion of the publication cost as agreed to by the Associate Dean SAC representative and the applicant. Payment will be made to the publisher, not to the applicant. Publication fees paid out-of-pocket are not eligible for reimbursement.

\*\*\* “Supervisor” is the faculty mentor if the applicant is a student, Department Chair if the applicant is a faculty member, or Dean if applicant is a Department Chair

**\*Notes on Selection of Journals**

Papers submitted and accepted to a journal that is deemed to be “predatory” will not be considered for SAC publication support.

A predatory journal is one that charges “publication fees to authors without providing the editorial and publishing services associated with legitimate journals”.

(from <https://en.wikipedia.org/wiki/Predatory_open_access_publishing>).

While there is no one method to identify a journal as being either predatory or legitimate, Hanson and Lunn (2017) summarize some strategies, as follows:

Find a list of predatory journals to be avoided

* Check *Beall’s List of Predatory Journals and Publishers* [*https://beallslist.net/*](https://beallslist.net/)

to see if a given journal has been identified as predatory. While this list is no longer being updated (as of early 2017), and may erroneously include some legitimate journals, it is a good place to start.

* Stop Predatory Journals (<https://predatoryjournals.com/journals/#B>) has picked-up maintenance of the list that had been published as *Beall’s List.*

Determine if a given journal has been vetted and found to be legitimate

* Check the Directory of Open Access Journals (DOAJ, <https://doaj.org/>).
* Search for a given journal on the Clarivate Analytics site (<http://ip-science.thomsonreuters.com/mjl/>)

If the journal does not appear as either predatory nor legitimate, seek advice from colleagues and/or the UVU science librarian to assess the quality of the chosen journal. A journal’s “Impact Factor” can also be an indication of quality.

Reference

Hanson, B., and J. Lunn (2017), *Avoiding predators in publishing*, Eos, 98, <https://doi.org/10.1029/2017EO076269>. Published on 19 June 2017