

Academic Journal Guide Scientific Committee: Terms of Reference

Purpose

Working under the oversight of the Chartered ABS the role of the Scientific Committee is to advise the editorial team on which journals should be included in the Academic Journal Guide and the ratings which they are to be assigned. The main objective of the Guide is to provide an authoritative international guide to journal quality in the broad fields of Business and Management.

The list of journals should be comprehensive with a clear rating for each journal included. The judgments are to be based on the criteria specified in the methodology, which may be periodically reviewed and amended/changed in agreement with the AJG Management Committee. The underlying principle of the AJG methodology is peer review informed by citation metrics.

The Scientific Committee will usually be appointed by a panel consisting of the Chair and Vice-Chair of the AJG Management Committee, the Chair of the Scientific Committee, the Co-editor(s), and a representative of the Chartered ABS. The Scientific Committee has a responsibility to liaise closely with the editorial team.

The Scientific Committee must agree on the contents of the AJG after each amendment. The final version of a new edition of the AJG will be approved by the Chartered ABS and the Management Committee prior to publication.

It is expected that members of the Scientific Committee will act as ambassadors for the AJG, explaining its objectives and principles, and supporting the principles of the Guide.

Responsibilities

Members of the Scientific Committee will have the following duties during an AJG review cycle:

- Meet and communicate as an expert subject group (meetings may be held virtually) to review the suitability of applications for journals wishing to be included in the AJG against the assessment criteria.
- Review journals in their subject area for any inactive or merged journals.
- Consult with learned societies, scholarly associations and a peer group of experts in the field on appropriate grades for journals that have seen a significant development or change.
- Compile the consultation results in the computation spreadsheet and retain a record of the consultations to be shared with the Co-editors and Chair of the Scientific Committee.
- Completion of Journal Review Forms based on consultation evidence and the Scientific Committee member's own evaluation.

- Presentation of recommendations from the consultation process at the final meeting of the Scientific Committee.
- Exhibit diplomacy when engaging with AJG stakeholders and keep strictly confidential information related to AJG decisions.

Membership

Working with the Chartered ABS, the AJG Management Committee will appoint members of the Scientific Committee who shall serve until the publication of the next version of the Guide, which is expected to be in 2027. Membership of the Committee should be representative of the broad range of subject fields covered by the Guide of which Business and Management is at the centre. The Scientific Committee should be composed of eminent scholars in their field, taking due regard for diversity. Members need to act independently of Learned Societies even if they have a relationship with them.

The AJG Management Committee on behalf of the Chartered ABS shall also appoint a Chair of the Scientific Committee, who shall be a person of sufficient stature to ensure the reputation and usefulness of the work of the Scientific Committee, and who will represent the various constituencies with an interest in producing a credible list.

The Scientific Committee will meet at least twice during an AJG review cycle. The frequency of meetings may vary depending on the stage in the cycle. Meetings are unlikely to take place outside of the review period.

Each subject area should be represented by at least two subject experts, and subject experts can cover more than one field. Subject experts with any editorial role on a journal cannot be part of a Committee's discussion concerning their journal.

List of subject fields to be represented by members of the Scientific Committee:

- Accounting
- Business History and Economic History
- Economics, Econometrics and Statistics
- Entrepreneurship and Small Business Management
- Finance
- General Management, Ethics, Gender and Social Responsibility
- Human Resource Management and Employment Studies
- Information Management
- Innovation
- International Business and Area Studies
- Management Development and Education
- Marketing
- Operations and Technology Management
- Operations Research and Management Science
- Organisation Studies

- Psychology (General)
- Psychology – Organisation Studies
- Public Sector and Health Care
- Regional Studies, Planning and Environment
- Sports, Leisure, Tourism and Sector Studies
- Social Sciences
- Strategy

Selection Criteria

All members should meet the following criteria:

- Currently employed in a business school.
- Have specialist research knowledge of a specific subject field (see list of fields above).
- Appointed to the committee in a personal professional capacity as an expert in their field.
- Members cannot be appointed as, nor act as a representative, of their Learned Society or their institution.

Academic experience, integrity and collegiality

Members of the AJG Scientific Committee will be expected to bring a combination of scholarly expertise, integrity, and collegial engagement to their role including:

- Being recognised experts and scholars of significant standing within their field. They should offer a strong track record of research output primarily within the Business and Management field; that is published in leading journals, as well as demonstrating engagement at a senior level within the field.
- For example, they should be able to claim substantial relevant scholarly networks such as engagement with learned societies, editorial roles at senior level and similar. It is likely that members of the AJG Scientific Committee will be an experienced Professor or working at Readership level.
- Members are expected to have experience of evaluating research and related activities with fairness, independence, and a commitment to high ethical standards. They should bring to the committee an in-depth understanding of research priorities and developments, contributing to the strategic direction of the committee's work.
- Members are expected to prepare fully for meetings, participate actively, and carry out responsibilities in a timely and reliable manner.
- The AJG Scientific Committee plays potentially a key role in fostering inclusive research cultures. Members should be attentive to issues of equity, diversity, and inclusion in all aspects of their work.
- Members of the AJG Scientific committee would be expected to engage respectfully and collaboratively with colleagues involved in the AJG, valuing diverse perspectives and

contributing to consensus-building.

Appointment and Tenure

This role will be voluntary and unpaid.

Representatives from UK members of the Chartered ABS will be appointed as per the [Chartered ABS Committee Membership and Criteria](#) document.

International representatives will be appointed via contacts at regional learned societies and scholarly associations.

The Scientific Committee will be appointed at the outset of an AJG review cycle. The total tenure length for Scientific Committee members will not exceed two AJG review cycles.

A degree of flexibility will be permitted to ensure the adequate retention of expertise within individual Scientific Committee subject areas and to facilitate a handover between out-going and in-coming members.

Transitional extensions for a third review cycle will be considered in instances where there could be a substantial loss of expertise detrimental to the functioning of the Scientific Committee. Decisions relating to extensions will consider a Scientific Committee member's breadth of knowledge, leadership experience and willingness to mentor incoming members.

Meetings

The Scientific Committee will meet twice during each AJG review cycle but individual subject area panels will likely be required to meet separately on several occasions during the review cycle.

For voting to take place there must be: a) a quorum of at least 51% of Scientific Committee members present; and b) at least one member of each subject area panel present.