



INTERNATIONAL UNIVERSITY OF SARAJEVO
INTERNACIONALNI UNIVERZITET U SARAJEVU

No: IUS-SENATE-11-1844-1/23

PROCEDURE

ON ACADEMIC APPOINTMENTS AND PROMOTION

IN SCIENTIFIC FIELDS

AT THE INTERNATIONAL UNIVERSITY OF SARAJEVO

June 2023

In accordance with the Article 61, paragraph (1), point (d) and in conjunction with the Article 116 of the Law on Higher Education ("Official Gazette of the Canton of Sarajevo", number 36/22), following the implementation of the Article 192, paragraph (1) item 9) and the Article 133 of the Statute, No. IUS-SENATE-11-1720/2023, the Senate of the International University of Sarajevo, on its 164th session held on June 27th, 2023, adopted the following

PROCEDURE ON ACADEMIC APPOINTMENTS AND PROMOTION IN SCIENTIFIC FIELDS AT INTERNATIONAL UNIVERSITY OF SARAJEVO

Article 1 (Subject)

- 1) The Procedure on academic appointments and promotion in scientific fields at the International University of Sarajevo:
 - a. defines the basic terms related to the appointment to scientific-teaching titles,
 - b. establishes general criteria for evaluating quantitative and qualitative conditions for the appointment to scientific-teaching titles,
 - c. determines general criteria for evaluating the list of relevant indexed and other scientific databases,
 - d. determines general criteria for evaluating recognized publications and other forms and results of scientific work of academic staff, and
 - e. determines the criteria, categorization, and evaluation of scientific works, and regulate other relevant issues of generally accepted standards related to the selection of academic positions.

Article 2 (Definitions of terms)

- 1) **A published book** means a thematically comprehensive and compact reviewed scientific, professional or artistic text in printed or electronic form which contains a permanent bibliographic indicator (ISBN) and focuses on a particular area in the field/related field of the applicant. In regard to the satisfaction of the stated meaning, an edited book can be also considered for academic appointment.
- 2) **A scientific article** means either a full length original scientific article, or a short original scientific article, or a review article, or a preliminary note, which has been published either as recognized publication or in indexed relevant scientific databases. An abstract cannot be considered as a scientific article.
- 3) **Recognized publication** refers to scientific publication listed in databases provided in Appendix 3.
- 4) **Publication indexed in relevant scientific databases** refers to scientific publication listed in Scopus or Web of Science.
- 5) **A project** represents an original work, fully or significant part of it, realized through basic, applied and developmental research in different scientific areas. A project also means a number of time-limited activities with scientific or professional goals within one or more scientific or artistic areas.
 - i. Within a promotion procedure, a project package will be considered upon

- the condition that the applicant took a role of the principal coordinator, researcher, or a team member.
- ii. The Statement on this has to consist of written document on accomplishment of project (issued by principal investigator), along with the title, funding agency (or for whom the project is conducted), applicant's role with confirmed results/findings/outcomes/publications resulted from project or an actual output (i.e. scientific publication).
 - iii. If ongoing project is subjected for promotion, then the accomplishment of a certain level of the project must be confirmed assuming intermediate report/milestone (issued by the principal investigator).
 - iv. Short Term Missions (STMs) or attending meetings or seminars etc. in a "Cost Action" or other types of international consortium projects cannot be deemed as a project.
- 6) **An original method** means a scientific method, a collection of cognitive-epistemological principles of logical and procedural rules which science as an activity applies in the scientific-research practice.
 - 7) **A patent** is the acknowledgement of the right in relation to the invention which offers a new solution to a technical problem, and it generally applies to a particular product, procedure or application.
 - 8) **A completed mentorship** refers to a successful mentorship of the second or integrated or third study cycle students whose theses are successfully defended, or a successful mentorship of students leading to acquiring the scientific degree of a Master or a Doctor in accordance with the pre-Bologna system of studying.
 - 9) **Scientific field** means a set of scientific branches, i.e. narrower scientific field dealing with related research activities.

Article 3 (Procedure)

- 1) Procedure on Academic Promotion at IUS (hereinafter: Procedure) defines steps and criteria of internal evaluation for the purpose of academic promotion which precedes to the final Dynamic Plan of needs on publishing vacancy announcements to which consent has been given by the Board of Trustees.
- 2) Procedure is preferably aimed for the promotion, but it is equally applied, both for promotion (appointment to the higher academic title) and reappointment (appointment to the same academic title).
- 3) Positive outcome from the evaluation leads to the adoption of decision (related to publishing of vacancy announcement for academic position) which is currently occupied by applicant and start of a procedure for appointment to academic titles as defined by the Law on Higher Education of the Sarajevo Canton.
- 4) Academic staff member submits application for academic promotion **no later than six months** before the expiry of the current academic title. Failure to submit the application in a timely manner is deemed that academic staff member is not interested in academic promotion at IUS.
- 5) Upon submitting the application for academic promotion by academic staff member, the following steps will be carried out:

- a. Dean's Office: Application file has to be submitted to the Dean's Office who will check it for formal completeness, specified format, and general compliance with the legal requirements. Within a month, the Dean fills the specific form for academic promotion (Appendix 1) and together with his/her opinion regarding the application delivers it to the Applicant and the Rector.
 - b. Rector's Office: The President of the Board of Trustees and Rector consider the application. It may be decided to engage internal/external evaluators for their opinion on academic production and achievements of an academic staff member who applied for promotion, in accordance with the set criteria. In that case, the evaluators are expected to be from the relevant field of promotion holding a same or higher academic title than the candidate is applying for. Within the two months from receiving the application, the opinion on the file should be provided.
 - c. Faculty Council and Senate: In the case of positive opinion given by the President of Board of Trustees and Rector, the official Dynamic Plan will be updated accordingly and vacancy for academic appointment can be announced.
- 6) In the case of Dean's rejection, the applicant can make an appeal for review directly to the Rector's office for further evaluation of the application and provide the opinion within two months.

Article 4

(Criteria for academic appointment/promotion in scientific fields)

- 1) Criteria for appointment to academic title are taken into account only if they arose in the time since the appointment to the last title.
- 2) Criteria for internal evaluation for academic promotions **in scientific fields** are directly related to conditions for academic appointment prescribed by the Law on Higher Education. They are divided into two categories: minimum legal requirements and additional criteria defined by the institution.
- 3) Table 1 presents minimum legal requirements regarding appointments into scientific-teaching titles.

Table 1: Minimum conditions for appointment into scientific-teaching titles

Academic title	Criteria
Assistant	<ul style="list-style-type: none"> • a suitable university degree with at least 240 ECTS points and a minimum average grade of 8 or 3.5 or VII degree of studies according to the pre-Bologna system of studies with a minimum average grade of 8.
Senior Assistant	<ul style="list-style-type: none"> • completed the second cycle of studies or its equivalent with at least 300 ECTS with a minimum average grade of 8 or 3.5 or VII degree of studies according to the pre-Bologna system of studies with a minimum average grade of 8.
Assistant	<ul style="list-style-type: none"> • a doctoral degree in the relevant field,

Professor	<ul style="list-style-type: none"> at least three scientific publications published as recognized publications out of which at least one is indexed in relevant scientific databases.
Associate Professor	<ul style="list-style-type: none"> a minimum of one appointment period as assistant professor (five years), at least five scientific publications published as recognized publications out of which <u>three are indexed in relevant scientific databases. At least one publication must be in Scimago (only Q1 or Q2), SCIE, SSCI or AHCI databases.</u> at least one published book (with ISBN number), an achievement in completing an original work such as a project, a patent or an original method, completed mentorship of at least two candidates at the second cycle of studies (Master studies), or the integrated cycle study.
Full Professor	<ul style="list-style-type: none"> a minimum of one appointment period as an associate professor (six years), at least eight scientific publications published as recognized publications out of which <u>five are indexed in relevant scientific databases. At least two publications must be in Scimago (only Q1 or Q2), SCIE, SSCI or AHCI databases.</u> at least two published books (with ISBN number), at least two achievements in completing an original work such as a project, a patent or an original method, completed mentorship of at least three candidates at the second or the integrated cycle study and one at the third study cycles.

Note: A candidate, who applies for the first time and has no experience in teaching, is obliged to give an introductory lecture in front of the selection committee.

- 3) Additional criteria classified into two categories: teaching and service (i.e. social contribution and internationalization) are defined by the Rulebook on Academic Evaluation.
- 4) For appointment to the same or a higher title, during the period spent in the last academic appointment, academic staff needs to have an average grade score of 80 points in teaching and service (excess points cannot be used in computing the average score).
- 5) In the case the applicant does not satisfy the promotion criteria (i.e. either research, and/or teaching and service), the applicant can make a request to the Rector's office for extension of current academic appointment under conditions prescribed by the Statute.

Article5 (Substitution criteria and conditions)

The substitution rules are only valid for regular promotion and cannot be used for an early one. The rules and conditions are stated in Table 2.

Table 2: Substitution Criteria

Item	Substitution	Condition(s)
------	--------------	--------------

Book	<u>Option 1:</u> Three scientific publications indexed in relevant scientific databases <u>Option 2:</u> Three projects, patent or original method	No conditions.
Scientific article in relevant databases	Book chapter with a publisher listed in A category by CERES/EADI list.	No conditions.
Scientific article in recognized databases	Book chapter with a publisher listed in lower categories by CERES/EADI list or other publishers.	No conditions.
Mentorship at Ph.D.	<u>Option 1:</u> One scientific publication indexed in relevant scientific databases <u>Option 2:</u> Two mentorships at MA	No conditions.
Mentorship at M.A.	<u>Option 1:</u> One scientific publication indexed in recognized scientific databases <u>Option 2:</u> One project, patent, or method <u>Option 3:</u> Administrative duties for at least two years (assigned positions: Vice-Rector, Dean, Program Coordinator, Manager/coordinator of centers, Director of Graduate Office, other affirmed by the Rector)	No conditions.
Project, patent, method	<u>Option 1:</u> Two scientific publications indexed in relevant scientific databases <u>Option 2:</u> Published book <u>Option 3:</u> Administrative duties for at least two years (assigned positions: Vice-Rector, Dean, Program Coordinator, Manager/coordinator of centers, Director of Graduate Office, other affirmed by the Rector).	Application for project(s) (1:1) – only relevant for current IUS staff

**Article6
(Early promotion)**

- 1) A member of the academic staff in the title of assistant professor and associate professor has the right to be elected to a higher title even before the end of the period for which he was elected if he/she satisfies the following criteria:
 - a. for associate professor: at least three years and four months passed after the last appointment, all criteria satisfied for the regular academic promotion with no substitutes and additionally published at least three scientific papers indexed in relevant databases.
 - b. for full professor: at least four years passed after the last appointment, all criteria satisfied for the regular promotion with no substitutes, and at least four scientific papers indexed in relevant databases.
- 2) Assistant professors and associate professors who have been appointed to the same title can apply for earlier promotion without additional publications and after fulfilling the prescribed conditions for appointment to academic title.

Article7
(Assumption on published article)

- 1) In the process of appointment to academic title, a scientific article is considered published in the case an official certificate containing a DOI number has been issued by the publisher of the journal or an acceptance letter by the Editor indicating volume and number in which the article shall be published, i.e. if the article has been accepted for publication, where such certificate/acceptance letter must contain an indication of the expected publication date of the article.
- 2) The appointed academic staff member is obliged to submit proof of publication to the competent Dean no later than seven days from the date of publication, otherwise, in accordance with the Statute, the Dean initiates the procedure for revocation of the appointment, analogous to the procedure for revocation of the awarded title.
- 3) The Dean is obliged to establish a record of candidates whose articles have been accepted according to paragraph (1) of this article, and to instruct faculty secretary to monitor fulfillment of obligations of the appointed academic staff member in terms of obligations referred to in paragraph (2) of this article.
- 4) Within the promotion procedure, scientific articles which have been published in accordance with the paragraph (1) of this article can be accepted under conditions:
 - a) one article for the appointment to academic title of assistant professor;
 - b) two articles for the appointment to academic title of associate professor, and
 - c) three articles for the appointment to academic title of full professor.
- 5) In terms of this Procedure, any co-authored publication is regarded as authored work.

Article 8
(Application for promotion)

- 1) Application for academic promotion is prepared by individual academic staff member who is applying for promotion in the form of a file which contains:
 - a. application form,
 - b. cover letter,
 - c. CV,
 - d. promotion review dossier, in format given in Appendix 2,
 - e. a copy of the decision on the last appointment to the academic title i.e. confirmation of a higher education institution on the work experience for associate and full professor or appropriate diploma in the relevant field for other academic titles including a decision on professional recognition of higher qualification in case it's been obtained abroad (diploma validation for work in BiH),
 - f. print version of the scientific publications,
 - g. books (a printed copy of Title Page and Publishers' Page (Impressum) where ISBN number is visible and full book in soft copy stored on CD/DVD),
 - h. proof on completing an original work such as a project, a patent or an original method (written confirmation issued by a relevant authority and other

- supportive documents),
- i. proof on successfully completed mentorships (written confirmation issued by a relevant authority in the higher education institution),
 - j. proof on average grade score of 80 points in teaching and service achieved during the last academic appointment period, and
 - k. all other documents applicant deems relevant for the evaluation.

All information including publications must be submitted in both electronic form and hardcopy.

**Article 9
(Interpretation)**

- 1) Authentic interpretation of this Procedure is provided by the Senate.

**Article 10
(Conflicting acts)**

- 1) By the enactment, all by laws contrary to this Procedure will not be any more in the force.

**Article 11
(Entry into force and transitional period)**

- 1) The Procedure will enter into force upon the date of its adoption.
- 2) Current IUS academic staff who have been elected according to the old rules ([see here](#)) may choose to be evaluated to the same or higher academic title according to the old or new rules. All future IUS academic staff will be evaluated according to the new rules.
- 3) The right from paragraph (2) of this article applies only to one election period in the same or higher academic title.

RECTOR

Prof. Dr. Ahmet YILDIRIM

Appendices:

Appendix 1 - Promotion of academic staff evaluation form

Appendix 2 - Promotion review dossier

Appendix 3 - Recognized publications

To be delivered to:

1 x Secretary General

1x Academic staff

1x QA Office

1x a/a

Appendix 1 – Promotion of academic staff: evaluation form - An Imaginary Example

Applicant's full name: Dr. Jane Doe

Applicant's academic rank: Assistant Professor

Applicant's field: Biological Sciences

I. SUMMARY OF FINDINGS:

1. Dr. Jane Doe spent one full election period under academic title of assistant professor at IUS.
2. Published 12 journal papers and two conference papers.
3. One book.
4. The applicant successfully supervised five master students.
5. Completed three projects (projects details and applicant's role).

II. REQUIREMENTS FOR PROMOTION TO ASSOCIATE PROFESSOR:

- a minimum of one appointment period as assistant professor.
- at least five scientific publications published as recognized publications out of which three are indexed in relevant scientific databases. At least one publication must be in Scimago (only Q1 or Q2), SCIE, SSCI or AHCI databases;
- at least one published book (with ISBN number);
- an achievement in completing an original work such as a project, a patent or an original method;
- completed mentorship of at least two candidates at the second cycle of studies (Master studies), or the integrated cycle study.

III. EVALUATION OF THE PROMOTION PACKAGE:

A. Election Period: Sep/15/2018 – Sep/14/2023

Dr. Jane Doe has been teaching in the position of Assistant Professor in the scientific field of *Biological Sciences* at IUS since September 15th, 2018.

B. Scientific Articles/Papers

Item	Dossier Reference	Item	Note on article type and field	Indexing- Relevant or other recognized Database	SJR: Scientific Journal Rankings – Scimago metrics/JCR: journal impact factor in Web of Science
1.	3B.3-1	<i>Author(s), Article title, in Journal/Conference proceedings title, vol. No, pp, year</i>	Journal paper	Web of Science	Q1
2.	3B.3-2	<i>Author(s), Article title, in Journal/Conference proceedings title, vol. No, pp, year</i>	Journal paper	Scopus	Q2
3.	3B.3-3	<i>Author(s), Article title, in Journal/Conference proceedings title, vol. No, pp, year</i>	Journal paper	Index Copernicus	NA

...

C. Book(s)

1. Author(s) "Title", Publisher. Edition. ISBN: XXX-X-XXXXXXX-X-X; Publish Date

D. Master Thesis Supervision

1. Student's full name, Master thesis title, University, Year

D. The project, Patent, or Original Method

1. Project title, applicant's role, budget, institution/ funding agency, period,

IV. REVIEW OF THE FENS DEAN'S OFFICE (INCLUDING SUBSTITUTIONS)

V. CONCLUSION

PROMOTION REVIEW DOSSIER

An Imaginary Example

(Applicant's academic rank)

(Applicant's full name)

To be considered for promotion to

Department of Electrical and Electronics Engineering International
University of Sarajevo

Submitted: April 15, 2023

Period covered: September 15, 2018 – September 14, 2023

TABLE OF CONTENTS

1.	CANDIDATE INFORMATION	3
1A.	PERSONAL	3
2.	TEACHING PORTFOLIO	4
2A.	CANDIDATE’S TEACHING PORTFOLIO.....	4
2A.1	<i>Candidate's contributions to teaching and courses taught at IUS.....</i>	4
2A.2	<i>New courses introduced at IUS.....</i>	4
2A.3	<i>PhD Students Mentored.....</i>	4
2A.4	<i>MS Students Mentored.....</i>	4
3.	RESEARCH PORTFOLIO.....	5
3A.	CANDIDATE’S RESEARCH CONTRIBUTIONS.....	5
3A.1	<i>List research programs underway</i>	5
3A.2	<i>List grants and contracts (R= Researcher, PI = Principal Investigator).....</i>	5
3A.3	<i>New research directions</i>	5
3B.	<i>Publications</i>	5
3B.7	<i>Impact Factors of Journals.....</i>	6
3B.8	<i>Citation Summary</i>	7
3C.	<i>Patents and Technology Disclosures.....</i>	8
4.	SERVICE PORTFOLIO	9
4A.	CANDIDATE’S SERVICE PORTFOLIO	9
4A.1	<i>List of professional services and activities</i>	9
4A.2	<i>List major committee assignments in the Department, College, and/or University.....</i>	9
4A.3	<i>List administrative duties at IUS</i>	9
4A.4	<i>Describe mentoring activities involving research faculty and/or post-doctoral scholars</i>	9
4A.5	<i>Any other relevant or useful activities or duties at IUS.....</i>	9
5.	SUGGESTED EXTERNAL REVIEWERS FOR EVALUATION	10

1. CANDIDATE INFORMATION

1A. Personal

1A.1 Name Surname: ??

1A.2 Degrees:

University, Country	Program	Degree / Date
Hacettepe University, Ankara, Turkey	Electrical & Electronics Eng.	BS 1993
University of Michigan, Ann Arbor, USA	Electrical Engineering	MS 1997
University of Michigan, Ann Arbor, USA	Electrical Engineering	PhD 2001

1A.3 Positions at IUS

Associate Professor in the field of *Electrical Engineering*

September 2010 - Present

1A.4 Positions at other institutions or organizations

Position / Title	Program / Unit	University /Institution	Dates
Associate Professor	Electrical Eng. & Computer Science	Un. of California,Irvine	Oct. 2009 – Sept. 2010
Assistant Professor	Electrical Eng. & Computer Science	Un. of California,Irvine	Oct. 2005 – Oct. 2009
Postdoctoral research fellow	Material Science & Eng.Program	Un. of California, Los Angeles	Sept. 2003 – Oct. 2005
Communications R&D Engineer	Xtera Communications Inc.		July 2001 – Sept. 2003
Teaching Assistant	Electrical Eng. & Computer Science	Un. of California,Irvine	Sept. 1997 – June 2001
Biomedical Engineer	Sa-San Inc. Ankara, Turkey		July 1993 – Sept. 1995

1A.5 Honors and Awards

1. UCLA Chancellor's award for the best postdoctoral research scientist at UCLA, March 2005
2. Newport smart table grant, April 2005
3. IEICE Electronics Society 2004 best paper award, September 2005

4. Scientific American Top 50 Inventors and Contributors List, December 2005
5. DARPA 2010 Young Faculty Award

2. TEACHING PORTFOLIO

2A. Candidate's Teaching Portfolio

2A.1 Candidate's contributions to teaching and courses taught at IUS

Quarter	Course	Candidate's Evaluation	Dept. Average for Instructors	University Average	Respondents/ Enrollment
Fall 2010	EECS 285B: Lasers	3.84	3.79	3.46	8/11
Spr. 2011	EECS150: Discrete time signals and systems	3.32	3.40	3.30	77/158
Fall 2011	EECS170A/170LA: Electronics 1 and Lab	3.41	3.32	3.37	22/34
Spr. 2012	EECS285A: Fiber optic communications	3.52	3.65	3.48	11/12
Fall 2012	EECS 285B: Lasers	3.86	3.81	3.71	9/10
Spr. 2012	EECS170A/170LA: Electronics 1 and Lab	3.44	3.41	3.48	31/70
Fall 2012	EECS285A: Fiber optic communications	3.77	3.67	3.62	18/21
Spr. 2013	EECS 285B: Lasers	3.93	3.82	3.53	4/6
Fall 2013	EECS170A/170LA: Electronics 1 and Lab	3.40	3.34	3.42	29/78
Spr. 2014	EECS285A: Fiber optic communications	3.72	3.67	3.54	15/21
Fall 2014	EECS 285B: Lasers	3.81	3.63	3.60	5/8
Spr. 2015	EECS170A/170LA: Electronics 1 and Lab	3.27	3.46	3.35	50/96
Fall 2015	EECS285A: Fiber optic communications	3.63	3.54	3.56	15/25
Spr. 2016	EECS 285B: Lasers	3.65	3.65	3.48	5/10

2A.2 New courses introduced at IUS

- ECE 536 Fiber Optic Communications: Fundamentals of fiber optic communication including physical properties of fibers, optical modes, propagation effects, receiver and transmitter circuits and amplification in all practical perspective.

2A.3 PhD Students Mentored

Feng Qian, Ph.D., *Dissertation Title*, 2011, Univ. of California, Irvine

...

2A.4 MS Students Mentored

Sadi Yalınz, *Thesis Title*, 2007, Univ. of California, Irvine

Doğukan Selim, *Thesis Title*, 2014 (IUS)

...

3. RESEARCH PORTFOLIO

3A. Candidate's Research Contributions

3A.1 List research programs underway

Currently my research on optical real time imaging and high resolution focusing techniques continues under DARPA grant and also under EU grant. Additionally DARPA Young Faculty Award for Mid-IR silicon devices continues.

3A. List grants and contracts (R= Researcher, PI = Principal Investigator)

1. DARPA PHOBIAC Program, R, \$310K, Oct 2016 – Oct 2017 (Univ. of California, Irvine = UCI)
2. DARPA RADER Program, PI, \$250K, 1 Student, Dec 2019 – ongoing (UCI)

3A.3 New research directions

For future directions I steer my research on silicon photonics toward new emerging applications such as long wavelength applications and on optical beam forming networks with possible applications in sensing and defense. In particular we investigate silicon based schemes that can provide high fidelity optical sources and room temperature detection schemes by using discrete band conversion schemes. This project has been awarded by DARPA Young Faculty Award in 2010 and, up to date, produced one journal publication and a conference proceeding (J41, C66).

Also I steer my research on design of optical beam forming networks with electronic tunability. In this NSF funded novel research we investigate dielectric antennas with semiconductor perturbations that can provide electronic tunability, and with applications pertinent to planar sensing devices and optical beam forming networks for LIDAR and defense applications.

3B. Publications

3B.1 Books

1. NAME Surname "Pulse Shaping and Applications of Two-Photon Absorption", Taylor and Francis. First edition. ISBN: 978-1-4398063-7-1; Publish Date: April 15th, 2011.

3B.2 Book Chapters

1. NAME Surname "Silicon Raman lasers, amplifier and wavelength converter", in "Optical Interconnects: The Silicon Approach", L. Pavesi and G. Guillot (Eds.), Springer-Verlag, Topics in Applied Physics, Vol. 119, pp. 33-53, First Edition, ISBN 3-540-28910-0, 2006 (INDEXED in ...).

3B.3 Journal Papers

1. T. J. Xia, Y. Liang, K. H. Ahn, J. W. Lou, NAME Surname, Y.-H. Kao, X. D. Cao, S. Chaikamnerd, J. K. Andersen, and M. N. Islam, "All-Optical Packet-Drop Demonstration Using 100-Gb/s Words by Integrating Fiber-Based Components", IEEE Photon. Tech. Letters, 10, 1, pp.153-155, 1998, (INDEXED in ...).
2. K. H. Ahn, J. W. Lou, Y. Liang, NAME Surname, T. J. Xia, Y.-H. Kao, and M. N. Islam, "System Performance Measurements from an All-Optical Header Processor Using 100-Gb/s Packets", IEEE Photon. Tech. Letters, 11, 1, pp.140-142, 1999, (INDEXED in ...).
3. T. J. Xia, Y.-H. Kao, Y. Liang, J. W. Lou, K. H. Ahn, NAME Surname, G. A. Nowak, A. A. Said, and M. N. Islam, "Novel Self-Synchronization Scheme for High Speed Packet TDM Networks", IEEE Photon. Tech. Letters, 11, 2, pp.269-272, 1999, (INDEXED in ...).
4. Y. Liang, J. W. Lou, J. K. Andersen, J. C. Stocker, NAME Surname, M. N. Islam, and D. A. Nolan, "Polarization Insensitive Nonlinear Optical Loop Mirror Demultiplexer Using Twisted Fiber", Opt. Lett., 24, 11, pp.726-728, 1999, (INDEXED in ...).
5. NAME Surname, J. W. Lou, K. H. Ahn, Y. Liang, T. J. Xia, Y.-H. Kao, and M. N. Islam, "Demonstration and Performance Analysis for the Off-Ramp Portion of an All-Optical Access Node", IEEE J. Lightwave Tech., 17, 6, pp.998-1010, 1999, (INDEXED in ...).

...

3B.4 Conference Publications (papers published in conference proceedings)

1. A.S. Bhushan, P.V. Kelkar, B. Jalali, NAME Surname, and M.N. Islam, "130 GSample/s photonic analog to digital converter" International Topical Meeting on Microwave Photonics, p.185-189, 2001, (INDEXED in ...).
2. Abul Nuruzzaman, NAME Surname, and Bahram Jalali, "Time stretched short time Fourier transform", Proceedings of IMTC 2004, Vol. 1, pp. 31-34, Como, Italy, May 2004, (INDEXED in ...).
3. Jalali, B. Surname, NAME Koonath, P. Raghunathan, V. Dimitropoulos, D. Indukuri, T., "Nonlinear optical devices in silicon," LEOS Annual Meeting Proceedings, Sydney, Australia, pp. 561-562, October 2005, (INDEXED in ...).

...

3B.5 Conference Presentations

1. S. Campione, Q. Song, NAME Surname, and F. Capolino, "An optical leaky wave antenna with silicon perturbations for electronic control," SPIE Optics and Photonics, Aug 21-25, 2011, San Diego, CA, USA.
2. S. Campione, Q. Song, C. Guclu, NAME Surname, and F. Capolino, "Control of the radiation of a silicon- based optical leaky wave antenna through optical pumping," IEEE Photonics Conference (IPC), October 9-13, 2011, Arlington, VA, USA.

3B.6 Other Academic Publications or Work

1.

3B.7 Impact Factors of Journals

Journal Name	ISI 5 Year Impact Factor	Number of Publications	Reference in my CV here
Applied Physics Letters	3.78		See 3B.3 papers ...
Optics Letters	3.3		See 3B.3 paper no.
IEEE J Microwave Theory and Techniques	2.62		See 3B.3 paper no.
IEEE J. Lightwave Technology	2.6		See 3B.3 papers ...
IEEE Photonics Technology Letters	1.78		See 3B.3 papers ...
Applied Optics	1.52		See 3B.3 paper no

3B.8 Citation Summary

Google Scholar - 1,079; Scopus – 654; Web of Science - 218

3C. Patents and Technology Disclosures

PT1. US 6381391, 2005.

PT2. US6603910, 2006.

4. SERVICE PORTFOLIO

4A. Candidate's Service Portfolio

4A.1 List of professional services and activities

- Multi year repeating member of technical committees for OSA and IEEE conferences and
- Session chair, LEOS annual meeting, Nonlinear optical control and transport, October 2005.
- Symposium chair, IEEE/LEOS Summer topical meeting, Ultrafast optics, July 2005.
- Symposium chair, IEEE/LEOS annual meeting, silicon photonics, October 2006
- OSA Integrated Optics Committee Member 2007-2009
- Committee member for 2007 OSA Frontier in optics conference, 2007-2010
- Conference chair and session chair, IEEE LEOS Winter topical meeting, January 2008
- Reviewer actions: NSF grants, Nature Photonics, IEEE Photonics Technology Letters, Journal of Lightwave Technology, Journal of Optical Society of America B, Applied Physics Letters, Optics Letters.

Additionally I delivered several public lectures in international events such as, Photonic winter school, in Trento, Italy, in public institutions such as Cal-Sate, Pomona, and UC, San Diego and companies such as JPL.

4A.2 List major committee assignments in the Department, College, and/or University

Graduate Admission Committee: Served as member in 2007, 2008 and 2009 to evaluate over 400 applications per year in circuits and devices area, evaluated nominations for fellowships, and departmental awards such as dissertation fellowships etc.

Prelim and Ph.D. Committees: Served as Ph.D. prelim committee member in 2006 and from 2008-2010. Involved as committee member for Ph.D. theses and M.S. theses for several students from college of engineering (EECS, Civil Engineering, Mechanical Engineering), and students from Physical Sciences and ICS

4A.3 List administrative duties at IUS

Department Chair of Electrical and Electronics Engineer, since 2011

4A.4 Describe mentoring activities involving research faculty and/or post-doctoral scholars

During the review period, I supervised one postdoctoral scholar from China and two visiting scholars from Turkey and China. Additionally I supervised one junior specialist from Japan.

4A.5 Any other relevant or useful activities or duties at IUS

Appendix 3 – IUS Recognized Publications

Table 3: IUS Recognized publications

1	AATA (Art and Archaeology Technical Abstracts);
2	ABC-CLIO (America:History and Life Abstracts);
3	ABI/INFORM;
4	ABN: Australian Heritage Bibliography
5	ABS&EES (American Bibliography of Slavic and East European Studies);
6	Academic Journals Database;
7	Academic Search Premier;
8	Acarindex;
9	Accounting and Finance-Abstracts;
10	ACM Computing Reviews;
11	ACM Digital Library
12	Advanced Science Index;
13	AEI (Australian Education Index);
14	AgeInfo on the Web;
15	Akademik Dizin;
16	Aluminium Industry Abstracts;
17	American Humanities Index = Humanities International Complete;
18	Analytical Abstracts;
19	Anthropological Index;
20	Anthropological Literature;
21	Applied Mechanics Reviews;
22	Arastirmax - Scientific Publication Index;
23	Architectural Periodicals Index;
24	Architectural Publications Index;
25	Archnet
26	ARI (Academic Resource Index);
27	Art & Architecture Complete
28	Art and Architecture Source
29	Art Index
30	Art Store
31	ARTI Australian Transport Index

32	Arts & Humanities Citation Index;
33	ASFA (Acquatic Sciences & Fisheries Abstracts);
34	ASOS Index (Academia Social Science Index);
35	ASOS Index (Akademia Sosyal Bilimler İndeksi);
36	ASSIA – Applied Social Sciences Index and Abstracts;
37	ASSIA (Applied Social Science Index & Abstracts);
38	Avery Index to Architectural Periodicals;
39	BAS (Bibliography of Asian Studies);
40	BASE-Bielefeld Academic Search Engine;
41	Batiment;
42	BEDP Environmental Design Guide Online
43	BHI (British Humanities Index);
44	Bibliographia Cartographica;
45	Biological Abstract;
46	BIOSIS Previews;
47	BIOSIS; Biotechnology Citation Index, CAB Abstracts (sve baze podatka), Chemical Abstracts;
48	Biotechnology Abstracts;
49	BMT Abstract (British Maritime Technology);
50	British Education Index;
51	British Nursing Index;
52	C Data Online
53	CAB Abstracts;
54	Cabell's International;
55	CABI;
56	CAD/CAM Abstracts;
57	Caredata Abstracts;
58	CEEOL: Central and Eastern European Online Library;
59	Chemical Abstract;
60	Chemical Engineering Abstracts;
61	Chemical Engineering and Biotechnology Abstracts;
62	Chemical Safety Newsbase;
63	Chemischer Informationsdienst;

64	ChemPrep
65	CIJE (Current Index to Journals in Education);
66	Citefactor: Academic Scientific Journals;
67	CITSEERX;
68	Civil Engineering Abstracts;
69	Clarivate Analytics
70	Clinical Pharmacology;
71	COBISS;
72	Compendex;
73	CompuScience,
74	Computer and Information Systems Abstracts;
75	Computer Literature Index;
76	Computing Reviews;
77	Contemporary Women's Issues;
78	Contents Pages in Education;
79	Corrosion Abstracts;
80	Criminal Justice Abstracts;
81	Criminal Justice Periodical Index;
82	Criminology, Penology and Police Science Abstracts;
83	CSA – Cambridge Scientific Abstracts;
84	CSA – Social Services Abstracts;
85	CSA (Cambridge Scientific Abstract);
86	CSA (Environmental Science and Pollution Management,Risk Abstracts,Aeline);
87	CSA (Worldwide Political Science Abstracts);
88	CumInCAD
89	Cumulative Index to Nursing and Allied Health Literature CINAHL;
90	Current Bibliography on Science and Technology;
91	Current Chemical Reactions Database
92	Current Chemical Reactions
93	Current Contents / Agriculture, Biology & Environmental Sciences
94	Current Contents / Arts & Humanities
95	Current Contents / Clinical Medicine
96	Current Contents / Engineering, Computing & Technology

97	Current Contents / Life Sciences
98	Current Contents / Physical, Chemical & Earth Sciences
99	Current Contents / Social & Behavioral Sciences
100	Current Contents Collections / Business Collection
101	Current Contents Collections / Electronics & Telecommunications Collection
102	Current Geographical Publications;
103	Current Law Indeks;
104	Current Legal Theory;
105	DAAI (Design and Applied Arts Index);
106	DAIJ (Directory of Abstract Indexing for Journals);
107	Database Francis,
108	DBLP (Computer Science Bibliography)
109	Dietrich's Index Philosophicus;
110	DOAJ: Directory of Open Access Journals;
111	DOIS – Documents in Information Science;
112	Dokumentation Wasser;
113	DRJI (Directory of Research Journals Indexing);
114	EBSCO: Humanities International Complete;
115	EBSCOhost: Business Source Premier;
116	EBSCOhost;
117	EconLit – American Economic Association's electronic database;
118	Econlit;
119	Education Abstracts
120	Educational Administration Abstracts
121	Educational Research Abstracts Online (ERA)
122	Elsevier Bibliographic datebases;
123	Elsevier Scopus
124	EMBASE – Excepta medica;
125	Emerging Sources Citation Index
126	Energy Science and Technology;
127	Engineered Materials Abstracts;
128	ENGINEERINGINDEX/COMPENDEX
129	Enviroeng;

130	Environmental Abstracts
131	Environmental Periodicals Bibliography;
132	ERIC – Educational Resources Information;
133	ERIC (Educational Resources Information Center);
134	ERIH-PLUS,
135	Eurasian Scientific Journal Index (ESHI)
136	Eurasian Scientific Journal Index,
137	European Legal Journal Indeks;
138	Expanded Academic ASAP
139	Factiva (Australian and overseas media coverage)
140	Film Literature Index (FLI)
141	FLUIDEX;
142	Food Science and Technology Abstracts;
143	Food Sciences and Technology Abstracts
144	Francis, Geobase, Human Resources Abstracts;
145	Garden, Landscape & Horticulture Index
146	Gender Watch;
147	Geo Struct Info;
148	Geoarchive;
149	GeoBase
150	Geobase;
151	GEOBASE;
152	Geographical Abstracts
153	Geoinformation and Landmanagement;
154	GEOLOGICAL ABSTRACTS
155	GEOPHOKA;
156	Georef;
157	Geosystems GeoArchive
158	Geotechnical Abstracts;
159	Google Scholar,
160	Greenfile (covers human impact on the environment)
161	Healt Source: Nursing / Academic Edition;
162	Health and Safety Science Abstracts;

163	Health Safety and Science Abstracts
164	Health Source: Consumer Edition;
165	Historical Abstracts;
166	Hospitality and Tourism Index
167	HRIS Abstracts;
168	Humanities Index
169	Humanities International Index,
170	Humanities Source
171	IBSS (International Bibliography of the Social Sciences);
172	IBZ (International Bibliographie der Zeitschriftenliteratur)
173	ICONDA;
174	IEEE Xplore
175	Index Chemicus
176	INDEX COPERNICUS
177	Index Copernicus e-Journals Database
178	Index Copernicus,
179	Index Islamicus
180	Index to Foreign Legal Periodics;
181	Index to Jewish Periodicals
182	Index to Legal Periodicals & Books;
183	InfoBase Index (II)
184	InfoBase Index,
185	Information Science Abstracts (ISA);
186	Information Science and Technology Abstracts (ISTA)
187	INSPEC;
188	International Abstracts of Human Resources
189	International Civil Engineering Abstracts;
190	International Development Abstracts
191	International Labour Documentation;
192	International Logistics Abstracts
193	International Petroleum Abstracts / Offshore Abstracts;
194	International Scientific Indexing (ISI)
195	ISI Chemistry Reaction Center

196	ISI Proceedings;
197	J-GATE,
198	Journal Index (JI)
199	Journal of Economic Literature;
200	Journal TOCs
201	JSTOR
202	Key to Economic Science
203	Lancaster Index to Defence and International security Literature Languages)
204	Left Index
205	Legal Journal Abstracts
206	Legal Trac
207	Library, Information Science & Technology Abstract (LISTA);
208	Linguistic Abstracts Online
209	Linguistic and Language Behavior Abstracts
210	LISA (Library Information Science Abstracts)
211	Master FILE Premier;
212	MathScinet;
213	MEDLINE;
214	MINERALOGIC ABSTRACTS;
215	MLA International Bibliography;
216	Multicultural Education Abstracts,
217	NCJRS – National Criminal Justice Reference Service Abstracts Database;
218	Neue Kriminologische Literatur;
219	Newspaper Source;
220	Nutrition Abstracts & Reviews;
221	OAJI (Open Academic Journal Index);
222	OAJI: Open Academic Journals Index;
223	Oceanographic Literature Review;
224	OCLC WorldCat;
225	Old Testament Abstracts;
226	Ottomanist's Domain;
227	Oxford Journals
228	PAIS International (Public Affairs Information Service);

229	Pak Academic Search;
230	Periodicals Contents Index;
231	Philosopher's Index;
232	Pidgeon Digital (Recordings of illustrated talks by architects and designers)
233	Population Demographics;
234	Proquest Central
235	ProQuest CSA (Cambridge Scientific Abstract)
236	Psych-INFO;
237	PsycLit (Psychological Abstracts);
238	Psysical Education Index;
239	RASB (Russian Academy of Sciences Bibliographies);
240	Reaction Citation Index
241	Referativnyj Žurnale Geografija (Akademija nauk Rusije, Institut naučnoih informacii, Moskva, Russia), Agris, Agricola, Aquatic Sciences and Fisheries Abstracts;
242	Regional Business News;
243	Religious and Theological Abstracts;
244	Research Higher Education Abstracts;
245	ResearchBib Academic Resources Index;
246	RIBA INDEX (Architectural Periodicals Index API
247	RILM Abstracts of Music Literature (Repertoire International de Litterature Musicale)(1967);
248	ROAD: Directory of Open Access Scholarly Resources;
249	Sage Urban Studies Abstracts;
250	Scholarsteer;
251	SCI – Expanded;
252	Science Abstract;
253	Science Citation Index Expanded
254	Science Citation Index,
255	Science Direct (Elsevier)
256	Science Impact Factor
257	Scientific Indexing Services;
258	SCImago
259	SCISEARCH;
260	Scopus

261	Shock and Vibration Digest;
262	Sirus (searches for academic internet sites)
263	SIS (Scientific Indexing Services);
264	Social Science Citation Index;
265	Social Services Abstracts;
266	SocINDEX with Full Text;
267	Sociofile;
268	Sociological Abstracts;
269	Sociology of Education Abstracts;
270	Socolar;
271	Special Education Needs Abstracts;
272	SpringerLink
273	SSRN (Social Science Research Network);
274	Studies on Women and Gender Abstracts;
275	Textile Technology Digest;
276	The Avery Index to Architectural Periodicals;
277	The International Civil Engineering Abstracts database (bivša CITIS);
278	The International Index to Film Periodicals -Plus (FIAP-Federation Internationals des Archives du Film);
279	Theoretical Chemical Engineering Abstracts;
280	Thomson Reuters
281	Top Management Abstracts = Anbar Electronic Intelligence and Behavioral Sciences and Software;
282	Travaux Public;
283	TRIS;
284	TÜBİTAK ULAKBİM Sosyal Bilimler Veri Tabanı;
285	TÜBİTAK ULAKBİM TR Dizin;
286	Turkish Education Index/Türk Eğitim İndeksi;
287	United States Political Science Documents;
288	Urban Studies Abstracts;
289	Violence& Abuse Abstracts;
290	VITINI;
291	Water Resources Abstracts;
292	Web of Science (SCI, SSCI, AHCI);

293	Wilson Art Index;
294	Wilson Humanities Index;
295	Wilson Omnifile;
296	Wilson Social Sciences Full Text;
297	Women's Studies International;
298	World Agricultural Economics and Rural Sociology Abstract;
299	World Aluminum Abstracts;
300	World Surface Coatings Abstracts;
301	World Textiles;
302	Worldwide Political Science Abstract;
303	ZBD;
304	Zentralblatt MATH;
305	Zoological Record
306	ZORA: Zurich Open Repository and Archive;
307	NCBI
308	PubMed