

**Independent Citation Report  
for Promotion and Tenure Committee**

prepared by the NJIT Reference Librarians  
August 2007

1. The P&T Committee forwards the candidate's curriculum vitae to the Library as an electronic Word document.
2. The Library Liaison for the candidate's department searches the databases appropriate to the scholarly field.

Science, Technology, Medicine (STM) (Includes Engineering)	Web of Science SCOPUS
Chemistry/Chemical Engineering:	Web of Science SCOPUS Sci-Finder Scholar
Computer/Information Science	Web of Science SCOPUS Cite-Seer
Management	Web of Science SCOPUS Business Source Premier
Humanities and Social Sciences	Web of Science
Architecture	Web of Science Cumin Cad

3. These scholarly databases are complementary and there can be overlap in results. Therefore, the Librarian records cited reference counts for each work according to the database used.
4. The Librarian reports the results in tabulated format to the P & T Committee, and sends a copy to the candidate.
5. If the candidate has any question about the library report, these should be addressed to the P&T committee which may choose to contact the librarian for further examination.
6. The librarians will keep abreast of new tools for cited reference searching as they become available, and recommend to the P&T Committee changes to the table above when necessary.

See attached "White Paper on Citation analysis for Promotion & Tenure," prepared by NJIT Library Reference Staff, February 2006. Also available at [http://www.library.njit.edu/howto/Whitepaper\\_citation\\_searching.pdf](http://www.library.njit.edu/howto/Whitepaper_citation_searching.pdf).