

## ***SERBIAN STUDIES: CODE OF ETHICS***

*Serbian Studies* is the official journal of the North American Society for Serbian Studies. In publication since 1980, it is an interdisciplinary, English language peer-reviewed journal that invites articles on subjects pertaining to Serbian culture and society, past and present, and across fields and disciplines. The journal also includes documents, source materials, and book reviews. It is published twice yearly.

The journal is financially supported through the North American Society for Serbian Studies Endowment fund and membership dues as well as named endowments established by Society members, individual donations by families and friends of the members, memorial gifts and a fund raiser at the annual meeting of the Society. This event is organized by the officers of the Society and the journal editors.

### *Requirements and Responsibilities of the Contributors*

- Contributors to the journal are expected to present their own original research, accurately cited data and correct and full source attribution.
- Articles containing fraudulent data, claims of authorship, and false attribution of sources will be fully rejected by the journal editors, editorial board and reviewers.
- Research submitted for publication in *Serbian Studies* must be original and specifically intended for the journal and not previously published elsewhere.
- Authors are required to participate in the peer-review process of all submissions
- Authors are responsible for the accuracy and authenticity of all the data presented in their submissions
- Authors are responsible for providing any retractions or corrections to the materials they have presented
- The expectation of all authors is that the research they have presented constitutes a significant contribution
- Authors are responsible for providing, when required, illustrative material for their text with appropriate citations, sources, and copyright permissions.
- Authors are responsible for responding, positively or negatively, to the peer review suggestions as well as discussing with the editors any ensuing issues or problems.

### *Peer-Review and Reviewers*

- The formal anonymous peer-review process follows the preliminary review of submissions by the journal editors. They determine whether the materials should advance to the next stage of peer-review by specialists in the particular discipline
- In assuming their responsibility, the peer-reviewers must be devoid of conflicts of interest with respect to the authors, subject-matter and source(s) of research funding

- Reviewers are expected to identify any relevant published work not cited by the author(s)
- The materials submitted must be subject to full confidentiality by the reviewers
- In turn, the anonymity of the peer-reviewers must be fully maintained

### *Editorial Responsibilities*

- The editors have the authority and responsibility for acceptance or rejection of research submitted for consideration, inclusion, and publication
- The editors must be devoid of conflicts of interest in their acceptance or rejection of submissions
- The editors must preserve the anonymity of the peer reviewers
- The editors have a responsibility to encourage and bring to realization the publication of authorial corrections or retractions of errors

### *Journal Editorial Board*

- The editorial board has the responsibility for monitoring/safeguarding and publishing of the statement(s) of ethical standards and practices associated with the journal
- The members of the board participate in the formulation of the guidelines for retracting articles
- They, in consort with the editors, are responsible for maintaining the integrity required of an academic publication
- The board has the responsibility of assuring that business and other concerns do not interfere with or in any way compromise the intellectual and ethical mission of the journal
- The board shares in the responsibility of sustaining a policy that uncompromisingly rejects plagiarism and fraudulent data