



Ústav politických vied Slovenskej akadémie vied, v.v.i.

STATUTES OF STUDIA POLITICA SLOVACA JOURNAL FOR POLITICAL SCIENCE, CONTEMPORARY POLITICAL HISTORY AND INTERNATIONAL RELATIONS

The Statutes of the Studia Politica Slovaca journal regulate the basic rules for the functioning of the journal in order to ensure its proper publication.

Article 1 General provisions

1. Name of the journal: Studia Politica Slovaca. Journal for Political Science, Contemporary Political History and International Relations (hereinafter referred to as Studia Politica Slovaca).
2. Publisher: Institute of Political Science of the Slovak Academy of Sciences with registered office at: Dúbravská cesta 9, 841 04 Bratislava, Registration No (IČO): 586901.
3. The journal is published semi-annually. The publisher has the right to decide on the publication of the journal beyond the established periodicity. In extraordinary circumstances, the respective issue of the SPS journal may be published earlier, later or, if necessary, several issues may be combined.
4. The closing date for entries is 31 March for the first issue and 30 September for the second issue. The release date is 30 June for the first issue and 31 December for the second issue.
5. Bodies of the journal: editorial staff, Editorial Board, International Editorial Circle.
6. Language of publication: Slovak, Czech, English.

Article 2 Focus, mission and content of the journal

1. Studia Politica Slovaca is a peer-reviewed scientific journal focusing on political theory, political systems, political thought, contemporary political history and international relations.
2. The mission of the Studia Politica Slovaca is to contribute to the knowledge, education, and public awareness of political relations, both nationally and internationally, through the publication of scholarly papers and other information.
3. The journal comprises the following sections: Studies and Analyses, Profiles and Biographies, Discussion, Reviews and Annotations, News.

4. The Studies and Analyses, and Reviews and Annotations sections constitute the core of the journal. The other sections vary in accordance with current needs.
5. The Studia Politica Slovaca Journal will only publish original, unpublished texts with a clear scholarly value.
6. The Studies and Analyses and Profiles and Biographies sections feature scholarly articles that should include an abstract and keywords in English including notes and references. Texts for these sections are reviewed anonymously.
7. Articles in the Discussion, Reviews and Annotation, and News sections are not subject to an anonymous review procedure. Formal criteria and compliance of the content with the journal's profile are assessed by the editorial staff while the decision to publish/not to publish rests with the Editorial Board.

Article 3

Editorial staff

1. The editorial staff of Studia Politica Slovaca is composed of the Editor-in-Chief and executive editors.

Article 4

Editor-in-Chief of the journal

1. The Editor-in-Chief is appointed by the Director of the Institute of Political Science SAS, following the approval by the Scientific Council of the Institute of Political Science SAS. The Editor-in-Chief is dismissed by the Director of the Institute of Political Science SAS.
2. The term of office of the Editor-in-Chief is four years.
3. The Editor-in-Chief oversees the implementation of the journal's philosophy, manages the activities of the Editorial Board, convenes the Editorial Board, and once a year submits to the SAS Editorial Board a Request for Support for the Publication of a Periodical Publication.
4. The position of the Editor-in-Chief ceases to exist upon: expiry of the term of office, dismissal, termination of employment, death.

Article 5

Executive editors

1. Executive editors are appointed by the Editor-in-Chief, who assigns them tasks. Executive editors are dismissed by the Editor-in-Chief.
2. The term of office of executive editors is four years.
3. Executive editors assess compliance with the formal criteria in submitted manuscripts and ensure communication with authors and reviewers.
4. The office of the executive editor ceases upon: expiry of the term of office, dismissal, termination of employment, death.

Article 6

Editorial Board

1. The Editorial Board is the expert guarantor and advisory body of the journal.
2. It is composed of domestic and foreign experts in the field of political science and related disciplines.

3. Members of the Editorial Board are appointed and dismissed by the Editor-in-Chief.
4. The Editorial Board meets at least twice a year, before the publication of each issue. The Editorial Board may meet: in person, online and in a blended format. The session is chaired by the Editor-in-Chief, who, in his/her absence, may delegate the chairing of the session to an executive editor.
5. Members of the Editorial Board will receive the draft issue of the journal and the manuscripts no later than 10 days before the meeting of the Editorial Board.
6. The Editorial Board votes on the approval of the final form of each issue of the journal. The draft content of a journal issue must be approved by the majority of the votes present. Other proposals are voted on in the same way.
7. Members of the Editorial Board have the right to request reviews at any time.
8. Members of the Editorial Board propose measures aimed at improving the overall quality of the journal.

Article 7 **International Editorial Circle**

1. The International Editorial Circle is the journal's advisory body.
2. Members of the International Editorial Circle are appointed by the Editor-in-Chief on the proposal of the editorial staff and the Editorial Board.
3. The International Editorial Circle is composed of foreign experts in the field of political science and related disciplines.
4. The International Editorial Circle contributes to the internationalisation of the journal, establishing contacts abroad and increasing its credibility. It provides consultations and recommendations aimed at improving the quality of the journal.

Article 8 **Review procedure**

1. Upon acceptance of a manuscript, executive editors assess the fulfilment of the formal criteria and the manuscript's compliance with the focus of the journal. Executive editors reserve the right to reject a manuscript that is not in accordance with the journal's thematic focus. Manuscripts that do not meet formal criteria are sent to the author for revision.
2. Once the formal criteria are met, the manuscript from the Studies and Analysis and Profiles and Biographies sections are submitted to an anonymous review and assessed by at least two reviewers. The authors are notified of the outcome of the review procedure through a review report, the conclusion of which may be as follows:
 - the article is accepted for publication - the text is forwarded to the Editorial Board for consideration
 - the article is accepted for publication after necessary revisions based on the feedback - the revised version of the text is forwarded to the Editorial Board for consideration
 - the article is accepted for publication after substantial revision of the text - the revised version of the text is re-sent to the reviewer, who writes a recommendation to publish/not to publish the article; if the opinion is positive, the text is forwarded to the Editorial Board for consideration

- the article is not recommended for publication - the article is rejected and will not be published.
- 3. The review form is available on the journal's website. (Annex 1).
- 4. If the reviews do not agree, the Editorial Board may approach a third reviewer or ask for the opinion of the Editorial Board members.
- 5. Following the review procedure, the articles are assessed by the Editorial Board members. The paper may also be returned to the authors for revision based on the comments of the Editorial Board members. The Editorial Board of the journal decides on the publication/non-publication of the papers at its meeting by voting.

Article 9

Copyright and publication ethics

1. Studia Politica Slovaca is an open access journal as defined by the Budapest Open Access Initiative (BOAI), with individual authors' texts subject to a public license [CC BY].
2. The author grants the publisher the right of first publication of the text in question, which is distributed in accordance with the CC BY 4.0 public license. In the case of a completed and revised version of an already published paper, the author must indicate this fact in a note, along with specific information on where the original paper was published.
3. At the same time, the publisher leaves copyright for redistribution of the text with the author, provided that he/she acknowledges that the said version has already been published in the Studia Politica journal.
4. Authors, reviewers, editors and the Editorial Board follow the journal's Publication Ethics, which is published on the journal's website (Annex No.).

Article 10

Remuneration of authors and financing of the journal

1. There is no charge for publishing articles in the Studia Politica Slovaca journal.
2. Authors are not entitled to a fee for their articles submitted to Studia Politica Slovaca.
3. The Studia Politica Slovaca journal is financed from the SAS resources as follows: from the funds allocated based on the Request for Support for the Publication of a Periodical Publication, from the budget of the Institute of Political Science SAS, or from other sources.

Article 11

Final provisions

1. The Statutes of the Studia Politica Slovaca journal were approved by the Director of the Institute of Political Science SAS on October 28, 2023.
2. The Statutes enter into force on the date of their signing by the Director of the Institute of Political Science SAS.
3. Changes to the Statutes are discussed and approved by the Editorial Board.

Mgr. Juraj Marušiak, PhD.
Director of IPS SAS