

SOKENDAI Review of Cultural and Social Studies Editorial Rules

February 27, 2017

Decision of the Committee of School Management

Partially revised January 18, 2018 / November 14, 2019

Article 1

The name of the journal shall be the SOKENDAI Review of Cultural and Social Studies (the “Journal”).

Article 2

The Journal shall in principle be published annually. It shall be published as an e-journal using Web servers managed by the Graduate University for Advanced Studies, SOKENDAI (“SOKENDAI”) and in print form.

Article 3

1. An Editorial Committee shall be established to publish and operate the Journal.
2. Each department shall appoint one committee member; provided, however, that department chairs shall not be precluded from serving as committee members. Further, dean of school may serve as committee members.
3. The Editorial Committee shall have a chairperson, whom Dean of the School of Cultural and Social Studies appoints after deliberation in the Committee of School Management.
4. The term of the chairperson has two (2) years and it is basically assigned in rotation of each department.
5. The chairperson shall convene meetings of the Editorial Committee and serve as its chair.
6. Editorial Committee members shall be faculty members of their respective departments and shall be responsible for accepting, managing, advancing papers submitted to the Journal and measures following publication of the Journal. Remuneration shall not be provided for the activities of committee members.
7. The Editorial Committee members shall appoint two reviewers for each submitted paper.

Article 4

1. The Editorial Committee shall appoint domestic and overseas front-line researchers in the respective fields of cultural and social studies to serve as

Advisory Board members to propose editorial improvements to the Journal, refer appropriate reviewers, and provide necessary advice to the Editorial Committee.

2. The Advisory Board shall provide necessary advice to the Editorial Committee by submitting reports.
3. The Advisory Board shall have about five members. In this case, it is advisable that a majority of the members be foreign nationals.
4. Compensation for the advice provided by the Advisory Board shall be determined in accordance with the Remuneration Standards of SOKENDAI (the "Remuneration Standards").

Article 5

1. The Editorial Committee shall appoint two reviewers to each paper submitted.
2. Reviewers shall review submitted papers in accordance with the separate Editorial and Review Guidelines.
3. Reviewing fees shall be determined in accordance with the Remuneration Standards; provided, however, that a reviewing fee shall not be paid when a reviewer is a faculty member of SOKENDAI.

Article 6

There shall be three categories of submitted papers and published articles, as set forth below.

- (1) Articles;
- (2) Research notes; and
- (3) Research materials.

Article 7

Matters relating to submission and writing of papers shall be specified separately.

Article 8

In addition to these Editorial Rules, necessary matters relating to the editing and publication of the Journal shall be determined separately by the Committee of School Management of the School of Cultural and Social Studies.

Supplementary Provisions

These Rules shall come into effect on November 14, 2019.