

# EUROPEAN MARKETING AND MANAGEMENT ASSOCIATION

## Editorial Board (2020.12/22.7) Code of Conduct

(1) The Editorial Board is an executive body of the EUMMAS Academic Consortium. It is responsible for the selection of journals, that are offered to conference participants for publishing, and for reviewing, editing, and accepting conference papers.

(2) The Editorial Board members are delegated by the Academic Consortium member institutions. They recommend journals from their institutions to the conference authors. The list of all journals is published on the Editorial Board webpage and the conference website.

(3) The Editorial Board will:

- create a list of reviewers and will ensure the manuscripts are reviewed promptly.
- issue the instruction for authors and takes care of the deadlines.
- make sure that papers, that are not selected by journals, get published in the EUMMAS Academic Consortium Conference Proceedings.

(4) The Vice President of the Academic Consortium, in charge of the Editorial Board, is appointed by the President of the EUMMAS upon recommendation of the President of the Academic Consortium, for the period of two years.

(5) The Vice President:

- Together with the board members creates the Book of Policies
- oversees the timely publication of the papers and EUMMAS Academic Consortium Conference Proceedings.
- chairs all the meetings of the Editorial Board.
- Ensures that papers are reviewed and authors informed promptly
- liaises with the publishers of the journals
- establishes, maintains, and interprets author and reviewer guidelines
- proofreads every article before final acceptance

(6) The Vice President and members of the Editorial Board work on a pro bono basis, voluntarily.

(7) It is not allowed to take any financial or any other obligations towards third parties on behalf of the Association.

(8) It is not allowed to use brand EUMMAS and the membership status in the Editorial Board when communicating any sensitive issues including but not limited to religion, race, gender, minorities, politics, etc.