

Statute of the journal "Vectors of Social Sciences"

Article 1. General provisions

1. The scientific journal of Georgian National University SEU (hereinafter referred to as the journal) is an international, peer-reviewed periodical publication aimed at fostering academic discussion.
2. The title of the journal is "სოციალურ მეცნიერებათა ვექტორები", in English "Vectors of Social Sciences".
3. The journal has an international standard serial number for periodicals.
4. The journal is published twice a year, both in Georgian and English languages.

Article 2. Mission, goals and objectives of the journal

1. The mission of the journal is to contribute to the development of the social sciences and civil society.
2. The goals of the journal are:
 - A. To present important scientific research in various fields of social sciences, to introduce them to the national and international community, as well as to promote the international integration of these research;
 - B. To work on such kind of research in Georgia that would contribute to the country's European integration;
 - C. To create an active scientific-research climate.
3. The main tasks for the development of the Journal are:
 - A) Establishing of a worthy place among high-ranking international scientific publications by registering in authoritative international scientific databases and gaining high scientific status;
 - B) Popularization of the Journal;
 - C) Attracting Georgian and foreign authors for cooperation;
 - D) Promoting interdisciplinary research;
 - E) Facilitating the existence of communication space for academic staff, young and experienced scientists and researchers and the development of scientific and creative potential.

4. The journal is a platform for researchers working in various fields of social sciences: law, economics, business, international relations and security, applied social studies, education, communication studies, psychology, political sciences and administration.
5. The journal is an open access publication, implying that its content is fully accessible to users without any additional fees or registration.
6. The Journal recognizes and adheres to international principles of publishing and best practices. It shares internationally recognized values and practices such as the Budapest Open Access Initiative (BOAI) guidelines and the main practice of the Committee on Publication Ethics (COPE).

Article 3. Journal management

1. The activities of the journal are organized by the editorial committee of the journal and its technical editor (hereinafter - the editor);
2. Editorial committee is the governing body of the journal and it is responsible for the academic quality and content of the journal;
3. The journal is governed according to the Article 3 of this Statute, on the basis of the principles established by the Statute of the Journal.
4. The function of the editor is to arrange all technical, organizational issues that are necessary to implement the activities of the Journal.

Article 4. Editorial Committee of the Journal

1. The editorial committee of the journal is composed of at least 5 members;
2. Vice Rector of Georgian National University SEU in the field of scientific research is the chairman of the editorial committee of the journal;
3. The members of the editorial committee of the journal include: Vice Rector for academic affairs of Georgian National University SEU, professors of Georgian National University SEU as well as of other universities. They are appointed by the Vice Rector of Georgian National University SEU in the field of scientific research.

4. The editorial committee of the journal is authorized to:
 - A) Define the editorial policy of the journal;
 - B) Set academic standards for articles;
 - C) Select one or more topics for publication;
 - D) Establish selection criteria for the Journal articles;
 - E) Define other issues related to the activities of the journal.
5. The editorial committee meets at least twice a year, it is allowed to involve the members of the committee in the meeting using electronic means;
6. The editorial committee makes a decision by a majority of those present;
7. Scientific advisory council is an indivisible part of the editorial committee of the Journal. Members of the scientific advisory council are at the same time honorary members of the editorial committee.
8. Scientific advisory Council has a consulting function.
9. Honorary members of the editorial committee are appointed and dismissed by the Vice Rector in the field of scientific research. Honorary members of the editorial committee exercise the same rights as the other members of the committee.

Article 5. Field sections

1. The relevant section is responsible for the content of the articles to be published in the journal.
2. The field section shall consult the editorial committee on articles.
3. Decision about publishing a paper in the Journal is made by the relevant field section based on voting. Decision on publication of a paper should be supported by at least 2 reviewers. In case of incompatibility of interests, an external reviewer will be invited.
4. The content of the journal is covered by the following 6 sections: Law, Economics, Administration/Management, Psychology, Journalism, and Political Sciences.

5. The member(s) of the field section can be professors of Georgian National University SEU in the relevant field.

Article 6. Editorial board

1. The journal has an editorial board.

2. The editorial board of the journal carries out technical editorial activities:

A) Ensures the holding of the meetings of the editorial board;

B) Organizes the procedures of Calls for Papers announcements and receiving the articles;

C) Runs the papers through the anti-plagiarism software;

D) Communicates with authors, field sections or peer-reviewers;

E) Provides technical editing for the papers;

F) Communicates with national and international databases, ensures that the Journal is in compliance with the standards of databases and manages activities related with it.

Article 7. Copyright of articles published in the journal

1. Non-property copyright rights to the work remain with the author of the work;

2. The authors of the articles published in the journal grant a special (exclusive) license to the journal that also implies the use in print and electronic form, translation and visual processing. Authors have the right to revise and reproduce their own work, provided that the journal will be cited as the source of the original publication.

3. Papers in the journal will be published under a creative commons license, namely a Creative Commons Attribution (CC BY) 2.0 license, which implies the right to use it for any purpose, with the obligation to cite the source;

4. Under the CC BY 2.0 License, any person has the right to share, distribute, reproduce the journal or any part of it, including for commercial purposes, in which case it is obliged to fully indicate the source and relevant e-address (link) and demonstrate the changes if any.

5. The CC BY 2.0 License does not imply a transfer of copyright to the journal.

Article 8. Editorial Policy of the Journal

1. The individual edition of the journal can be both on general and specific topic. It is also allowed to prepare special editions of the journal by the decision of the editorial committee.

2. The journal is an open access publication, which means that its content is fully accessible to users without any additional fees or registration. Users have the right to access, download, copy, distribute, print, search or cite the text of the works, or use the journal and the works contained therein for any legal reason without the prior consent of the publisher or authors, in accordance with the terms of the Creative Commons License defined by the editorial policy that is specified in Article 7 of this Statute.

Article 9. Procedures for receiving and selecting papers for publication in the journal

1. Georgian National University SEU selects papers for publication in the journal:

A) Through an open competition (Call for papers);

B) Through a special rule (rule of publishing an honorary work);

2. The editorial committee decides on the issue of holding an open competition (hereinafter competition) for selection of articles;

3. The competition is announced on the website of the SEU and on social media pages of the University. It is allowed to disseminate information about the competition through Internet resources or other channels;

4. Relevant stages of the competition and the deadlines set for them are determined by the editorial committee;

5. One or more articles may be selected through a competition;

6. Participants must submit an article specified in this document in accordance with the relevant requirements;

7. In case of originality of the work and its publication, participants of the competition must submit an electronic or hard copy of a consent for the transfer of the exclusive right to the work together with the paper.

Article 10. Rules for submitting a paper

1. Papers for publication in the journal are accepted at: science@seu.edu.ge;
2. The submitted paper must meet the relevant requirements provided in this document;
3. In case of its originality and publication, author must confirm in a written or electronic form the transfer of a special right to the work before publishing the submitted paper.

Article 11. Requirements set for the paper

1. Paper must be submitted in MS Word format.
2. Sylfaen font, font size - 11 and spacing - 1.5 are used when writing a paper.
3. **Abstract** includes brief information (200-300 words) about the content of the article (in Georgian and English)
4. **Key words:** 4-6 words that best reflect the content of the paper.
5. **Introduction** includes the relevance of the paper (not numbered)
6. Main text includes research methodology, content of the paper and the intermediate results; article titles should be bold and/or italicised, separated by headings in a different font. Each title must be assigned an appropriate level as follows:

1. Title

1.1. *Subtitle*

1.1.1. Subtitle

1.2. *Subtitle*

2. Title

2.1. Subtitle

2.2.1. Subtitle, etc.

7. All lines of the paragraph should be evenly spaced from the right field. Paragraphs are separated by omitting one interval.
8. When using quotes, Arabic numerals are used. In order to make a reference, after adding a punctuation mark at the end of the sentence, go to the “References” menu and point to “Insert Footnote”.
9. In the footnotes, as when writing the whole paper, Sylfaen, font size-9 is used.
10. Conclusion includes findings, possible recommendations and future prospects. Please note that the abstract, introduction and conclusion are not numbered. Only the main part of the text is numbered.
11. Bibliography is indicated in Georgian and English languages.

Article 12. Standards for making references

1. Relevant sources should be properly indicated in the paper.
2. The reference to the source should be made in Arabic numerals in the form of a footnote. The footnote in the text must be preceded by a closing punctuation mark (letter, exclamation mark, question mark). Footnotes may be used to describe a particular word or term;
3. The rules for indicating the recommended source of papers submitted in Georgian are:

4. First reference to the book:

A) In case of one or two authors(s), title of the book in quotation marks, publishing house, year, page or paragraph;

For example: T. Hobbes, *Leviathan*, Meridian Publishing, 1985. p. 268.

B) In case of several authors - the first author with reference to "and others" (in the case of a team of authors: the team of authors, the name of the editor), the title of the book in quotation marks,

publishing house, year, page or paragraph. For example: Collective of Authors, Editor A. Demetrashvili, Handbook of Constitutional Law, Hollywood Publishing House, 2005. p. 305.

5. Each subsequent reference to the book - surname of the author, see Relevant primary reference footnote number, page, or paragraph. For example: Hobbes, cf. Footnote 15, page 88.

6. Article in the book: author of the article, title of the article, in the book - by reference to the book. For example: f. Rose, in the book "Evolution of Species" E. Burroughs et al. Roger (Editors), Definition of Law: Essays in Memory of Peter Birkes. Oxford University Press, 2006.

7. Indication of the periodical article - the author of the article, the title of the article in quotation marks, the publication number and the title of the publication in quotation marks, year, page and/or paragraph. The rule of further reference is similar to the rule of further reference of the book.

For example: g. Kvaratskhelia, "Constitutional Proceedings on a Disputed or Annulled Dispute Act", 10 "Review of Constitutional Law", 2016. p. 45-47.

8. Indication of a newspaper article - author, title of the article in quotation marks, title of the newspaper in italics, date, pages. For example: T. Pardo-Shiopa, "Il carattere dell' Europa", Carriere della Serra, June 22, 2004, p. 1.

9. Indication of Internet sources (blogs, websites) - similar to the rule of a newspaper article, with reference to the website and the date of the last check in square brackets.

For example: m. Klaasen, "The best interests of the child in deportation cases: An analysis of *Ejimson v. Germany*" Strasbourg Observers Blog, March 30, 2018, available here: www.strasbourgobservers.com/2018/03/30/the-best-interests-of-the-child-in-deportation-cases-an-analysis-of-ejimson-v-germany/ [last verified April 17, 2018].

10. Reference to the legislation - Article number, title of the act, date of adoption.

For example: Article 7, Organic Law of Georgia on the Constitutional Court of Georgia. January 31, 1996;

Article 19, European Convention for the Protection of Human Rights and Fundamental Freedoms 1950

11. Reference to case law - name of the court, if possible, type of court act, case or application number, name of the parties in quotation marks, date of decision, relevant page, or paragraph.

For example: Judgment of the Constitutional Court of Georgia in the case N1 / 1/477 "Public Defender of Georgia v. Parliament of Georgia", December 22, 2011. Paragraph 80.

For example: Judgment of the European Court of Human Rights in Case N9815 / 82 *Lingens v. Austria*, 8 June 1986. Paragraphs 41-42.

12. The rules for quoting are defined as follows:

A) The quotation given in the text or footnote should be placed in double quotes:

The quotation mark should be low (,), after the quote - high (“).

B) If the author removes any part of the quoted text, a semicolon is written in square brackets in the deleted place: "[...]".

13. Drawings, graphs, diagrams etc. must be in TIFF format 300 dpi; 600 dpi

14. Formulas must be typed in Microsoft Equation 3.0.

15. A bibliography must be attached to the paper. All sources used while working on the paper are to be indicated in the bibliography. When indicating a source, following rule is to be applied: full name of the author, title of the book, Publishing house, Place and date of publication. In case of several authors, names of all authors must be indicated in the bibliography.

Article 13. Resolving the issue of publishing a paper

1. If the paper has technical deficiencies and does not meet the standard required by the university, the author shall be notified and given a reasonable period of time (albeit not more than 7 days) to rectify the deficiencies.

2. Received papers pass the antiplagiarism software test. If the paper does not meet the said test and is found to have violated the rules of academic ethics, the response will be in accordance with Article 14 of this Regulation.

3. The paper is sent to the field sections for content review by the chairman of the editorial committee. By selection of the section chair, one of the section members provides closed blind review of the paper according to the relevant form.

4. The identity of the author of the paper is known to the committee, however, not to the section. The author of the paper does not know the identity of the reviewer(s).

5. If the paper is interdisciplinary, it may be submitted to two or more sectoral sections for review.

6. If there is a conflict of interest between the author and the members of the section (for example, the member of the section is the author or co-author), the paper is sent for external review.

7. During external review, as in the case of internal review, the process is closed (blind).

8. The review period is 2 weeks. (Review form, Annex N1)

9. The selection of papers, after reviewing the relevant field section, is done by the editorial committee.

10. The authors of the selected papers will be notified of the decision of the Committee by e-mail.

Article 14. Content standards of the article

1. All papers submitted to the editorial committee must be original or indicate the time and place of their initial publication, as well as the author's right to be republished or revised; Due to the importance of the work, decision on each concrete article is made by the editorial committee.

2. A paper to be published in a journal must be focused on a relevant, problematic or important issue;

3. The paper should aim to engage in a discussion in the field or initiate a new discussion; it should contain solid arguments, reasoned opinions and author's conclusions;

4. If there is a research methodology in the paper, it should be fully observed.

Article 15. Ethical issues and response to violations

1. The journal recognizes and respects the rules of academic and scientific ethics.

2. The journal ensures the elimination of conflicts of interest during the editing process.

3. Authors are required to follow the rules of ethics, which include proper reference to the author(s) proper use of sources, exclusion of falsification and fabrication, proper reference of the persons involved in the development of the work, respect for personal data and other issues;

4. The journal welcomes and promotes the review and critique of published papers in the academic or social space.

5. In case of a violation found in the paper(s) published in the journal, any person has the right to apply to the editorial office of the journal via e-mail: science@seu.edu.ge and request a study of the issue and appropriate response.

6. The editorial committee is obliged to consider all such applications within a reasonable time and to provide a reasoned answer to the applicant. The author(s) are given the opportunity to submit their own explanation of the application. In case of confirmation of the violation, the editorial board makes a decision on the response.

7. The journal is authorized to call back the paper. The decision on this is made by the editorial committee. The next issue of the publication should reflect the relevant decision with proper justification.

8. A paper might be rejected for publication:

A. In case of violation of academic honesty standards.

B. Due to the negative review of a content standard by the peer-reviewers.

C. In case the submitted paper is technically incomplete and the author doesn't bring it into accordance with the standards in a reasonable time.

9. In case of a rejection, author is authorized to address to the editorial committee with an argumentative complaint and demand the revision of the issue.

10. Editorial committee is obliged to revise the issue with the presence of the author or without him, to vote again on publication of the paper and let the author know about the result.

Article 16. Prohibition of plagiarism

1. Plagiarism in papers published in the journal is not allowed, the author(s) must ensure accurate and correct indication of the source of information given in the paper;

2. All papers submitted for publication in the journal will be screened in a special plagiarism program of Turnitin;

3. Coincidences found by the program are individually evaluated by the editor and its accuracy is determined;

4. As a rule, the original text of the paper should make up at least 90 percent of the article. Depending on the field of the article, there may be more citations in the text.

5. In case of identifying a coincidence by the program, the author is notified of the detection of plagiarism and is required to provide an explanation and correction.

6. If the author refuses to comment, the paper will not be considered for publication. If the author's explanation indicates a sincere error, or the cause of the coincidence is the inexperience of the researcher, the editorial committee is authorized to set a reasonable time limit for the author, not more than 5 working days, to correct the error.

7. In case of non-compliance with the editorial request, the paper will not be published in the journal. In case of unjustified refusal to request an explanation and/or change, the editor and/or the editorial committee reserve the right to refuse to publish future works submitted by this author(s);

8. In case of plagiarism by a third party in the published paper, the discoverer is entitled to contact the editorial office of the journal by e-mail: science@seu.edu.ge and request an investigation of the fact, as well as an extract from the plagiarism program. If plagiarism is confirmed, information about plagiarism will be posted in the next issue of the journal and the editor and/or editorial committee reserves the right to refuse to publish future papers submitted by the plagiarized author(s).

Article 17. Unified procedure and deadlines for publishing an article

The journal is published twice a year - in June and in December in accordance with the following procedures:

1. No later than 1 week after the offer of the editorial board (in spring and autumn of each year), the editorial committee makes a decision on announcement of articles contest.
2. Articles contest must be announced no later than 6 weeks from the last day of submission of articles, so that the contestants have at least 6 weeks to prepare the article.
3. After receiving the articles, they are checked in the anti-plagiarism system within 2 weeks.
4. In case of plagiarism, the authors are given 1 week to correct the articles according to the relevant instructions.
5. Papers are submitted for peer-review. This procedure requires a total of 2 weeks.
6. In case of negative results of the peer-review, the author shall be notified immediately.
7. In case of a positive peer-review result, the paper is subject to technical correction. This procedure lasts from 2 to 4 weeks.
8. After these procedures, papers are sent for registration. This procedure lasts for 2 weeks.
9. Immediately after publication, the articles are published on the journal's website in electronic form and submitted to the publishing house for printing.
10. Publishing an article usually takes 19-20 weeks from the date of announcing the articles contest.
11. In case of existing objective circumstances, the deadline for publishing articles may be extended by 2 weeks.

Article 18. Cost of publishing articles

Authors are not required to pay any fees for publishing an article in the journal.