

The Statute of Editorial Boards of Scientific Journals of the Czech Academy of Agricultural Sciences

Ref. No. 502/17

Editorial Boards (hereinafter EB) of scientific journals of the Czech Academy of Agricultural Sciences (hereinafter CAAS) are established by the CAAS.

The Chairman of each CAAS department is at the same time an EB member for a respective journal. The EB activities are supervised by the CAAS Publishing Board, which is responsible for coordinating and developing publishing activities of the following journals: Plant, Soil and Environment, Czech Journal of Animal Science, Veterinární medicína (Veterinary Medicine), Agricultural Economics, Journal of Forest Science, Czech Journal of Food Sciences, Research in Agricultural Engineering, Plant Protection Science, Czech Journal of Genetics and Plant Breeding, Horticultural Science a Soil and Water Research.

Editorial Board activities:

- The Editorial Board is responsible for the professional level of the journal.
- The EB is headed by the Editor-in-Chief.
- A journal's EB, headed by the Editor-in-Chief, informs the relevant department and the Chairman of the CAAS Publishing Board of the journal's status and any problems regarding publishing.
- The Editor-in-Chief submits proposals to improve the activity of the EB to the CAAS Publishing Board.
- Editorial Boards meet as needed.

Editorial Board membership requirements:

An EB comprises prominent individuals from the areas of interest of scientific journals published under the CAAS.

Terms of EB membership in CAAS journals:

- extensive publication in scientific journals (primarily Jimp or Jsc) and other contributions in qualifying categories defined by the Council for Research, Development, and Innovation (the Council for Research, Development, and Innovation is an expert and advisory body set up by Act No 130/2002 Coll., on support for research, experimental development, and innovation from public funds, and on changes to some related acts, as amended);
- citations in globally recognized databases as defined by the Council for Research, Development, and Innovation, whilst the minimum h-index (Hirsch index) is 3; exceptions may be granted to highly renowned experts (based on CAAS Board of Directors' consideration).

EB membership is voluntary; it is an honorary post.

Organizational Structure of an Editorial Board

Editor-in-Chief

The Editor-in-Chief is nominated by the relevant CAAS department, and approved by the CAAS Board of Directors. The new Editor-in-Chief is appointed by the President of the CAAS.

Activities and competencies of the Editor-in-Chief:

- The Editor-in-Chief heads the EB.
- The Editor-in-Chief works closely with the journal's editorial office, is responsible for the quality of the journal's content, and convenes EB meetings.
- The Editor-in-Chief conducts review proceedings – he or she assigns reviewers to selected articles, or delegates this competence to co-editors of the journal.
- The Editor-in-Chief nominates new Editorial Board members to the Chairman of the relevant CAAS department. If the department approves the nominated members, they are subsequently approved by the CAAS Board of Directors and appointed by the President of the CAAS. The Editor-in-Chief dismisses current EB members, whose dismissal must be approved by the relevant CAAS department and, subsequently, by the CAAS Board of Directors.
- The Editor-in-Chief appoints co-editors from among EB members.

The Editor-in-Chief's term of office commences with his or her appointment to the office of Editor-in-Chief by the President of the CAAS. The Editor-in-Chief's term of office may terminate with the Editor-in-Chief's resignation or his or her dismissal by the CAAS Board of Directors, based on a proposal by the relevant CAAS department or the CAAS Publishing Board.

The post of Editor-in-Chief is voluntary and paid.

Co-editor

- Some CAAS journals have co-editors.
- A co-editor of a CAAS scientific journal is appointed by the Editor-in-Chief of the journal.
- A co-editor works closely with the journal's Editor-in-Chief and editorial office.
- A co-editor helps organize review proceedings for articles published in the journal – he or she assigns reviewers for selected articles.
- A co-editor's office may be terminated via his or her resignation or dismissal by the Editor-in-Chief.
- This post is voluntary and paid.

Members of the Editorial Board

- EB members help create the journal's long-term strategy.
- They can act as reviewers for the journal in their scientific field.
- EB members are nominated by the Editor-in-Chief. The nominated EB members must be approved by the relevant CAAS department, and subsequently approved by the CAAS Board of Directors and appointed by the President of the CAAS.
- The CAAS Secretariat sends new EB members an appointment decree.
- The term of office of EB members commences upon their appointment by the President of the CAAS and terminates upon their resignation from the EB or dismissal by the Editor-in-Chief. The dismissal of an EB member by the Editor-in-Chief must be approved by the relevant CAAS department and subsequently by the CAAS Board of Directors.
- This post is honorary, voluntary, and is not paid.

Prague, 3 October 2017

Author: Ing. Hana Urbancová, Ph.D.
Secretary-General of the CAAS

Approved by: RNDr. Jan Nedělník, Ph.D.
President of the CAAS

Discussed by the Board of Directors on 3 October 2017.