



Australian Journal of Human Rights

Special Issue Proposals Policy

The Editorial Board of the *Australian Journal of Human Rights* (AJHR) welcomes proposals for Special Issues that present innovative research within the field of human rights from any disciplinary perspective.

The AJHR Special Issue poses an excellent opportunity to review an under-addressed human rights topic, to propose and develop new approaches to human rights study, and/or to encourage those pursuing related research to engage in published exchange.

The AJHR Special Issue presents a suite of scholarly writing concerned with a particular human rights topic, theme, challenge or approach. AJHR Special Issues will normally contain between five to seven scholarly articles, each between 7,000 and 10,000 words, together with an introductory essay by the editors of the special between 6,000 and 8,000 words.

A Special Issue can also include Current Perspectives pieces (shorter articles, usually in reaction to current developments, of 2,500-3,000 words), and reviews (e.g. book reviews or reviews of other outputs such as documentaries or creative works, of approximately 1,000-1,500 words). Additional content – such as visual material, maps etc. – may be proposed for inclusion, but their inclusion will be at the Editors-in-Chief/s discretion.

Special Issue proposals are selected by the AJHR Editors-in-Chief/s, in consultation with the AJHR Editorial Board, and, where relevant, AJHR section editors within the AJHR. Selection is competitive and made on the basis of written proposals fulfilling the requirements outlined below. During the evaluation process, the AJHR Editorial Team may consult with experts in the area of the Special Issue topic before making their selection.

Proposals including all the information set out below should be emailed to the Journal's Managing Editor s.pryde@unsw.edu.au

Proposal Requirements and Selection Criteria

AJHR Special Issues may be entirely curated by the Guest Editors or be a mix of solicited contributors and an Expression of Interest (EOI) process.

Each Special Issue proposal must include the following:

- A provisional title of the Special Issue;
- Names and affiliations of the proposed Guest Editors including a short CV for each proposed Guest Editor, including a list of major publications and details of any prior editorial experience;
- The objectives, scope and justification for the Special Issue
 - What are the Special Issue's projected theoretical and/or policy implications? What is the distinctive intellectual contribution that the Special Issue is expected to make? How will the Special Issue engage the AJHR readership and how might it enrich human rights practice and debate in the Asia Pacific region?;
- Whether the proposal will also include Current Perspectives and / or Reviews; and
- Details of any other competing special issues, special sections or other instances of themed content that have been published, or will be published, by other journals and which are devoted to the proposed topic or a closely related topic. In cases of clear overlap, potential Guest Editors should show how their proposed special issue is distinctive in comparison, and explain how it will add to the existing literature.

For curated Special Issues:

- A list of proposed contributors, including their title and affiliation;
- A short abstract for each proposed article;
- Detail for all proposed Current Perspectives pieces (as relevant); and
- Works to be reviewed and reviewers for the Reviews (as relevant).

For Special Issues including an EOI process:

- A draft call for papers for the Special Issue

Prospective guest editors of AJHR special issues must disclose in their proposal any direct material benefit, financial or otherwise, that may arise from their appointment as a guest editor of an AJHR special issue. This will ensure that the AJHR Editorial Board is fully apprised of relevant background to a special issue and provides the AJHR Editorial Board with an opportunity to assess the implications.

Expectations of Guest Editors

Potential Guest Editors must commit to adhere to current AJHR editorial policies and processes and to the timing standards set by the journal.

Once a Special Issue is approved by the AJHR Editorial Board the Managing Editor will provide the Guest Editors with a schedule of dates for the Special Issue, reflecting the journal's contractual obligations, the broader journal publishing schedule, and the availability of intern resources. It is the responsibility of Special Issue Guest Editors to familiarise themselves with these deadlines and manage their availability to meet these timeframes or immediately notify the Editors-in-Chief/s of any challenges.

The Managing Editor will also offer the Guest Editors an induction session on the journal and its editorial processes. It is strongly recommended that Guest Editors undertake this induction at the earliest opportunity.

Once the editorial schedule is agreed and induction is completed, the Guest Editors will be asked to sign a Memorandum of Understanding indicating their agreement to AJHR editorial policies and processes and to the timing standards set by the journal.

Editorial support for Special Issues will be provided by the Managing Editor and AJHR Editorial Team, including progressing all content through the editorial system on Scholar One. However, all editorial decisions are the responsibility of the Guest Editors.

It is expected that Guest Editors take a proactive approach to managing the content of the Special Issue, including:

- For curated special issues – approaching potential contributors for abstracts;
- For special issues including an EOI process – developing the call for papers for the Special Issue;
- Deciding on which potential contributors / EOIs will be invited to submit to the Special Issue;
- Providing a list of potential reviewers for each anticipated manuscript, based on manuscript abstracts; and
- Screening initial submissions for general adherence to AJHR publication standards.

AJHR editorial procedures require that all scholarly articles – including solicited submissions – are subject to a rigorous, double-blind peer-review process. Guest Editors are responsible for deciding which papers will be sent out for peer review, to nominate potential peer reviewers, and to coordinate the peer review process, in regular liaison with the AJHR Editorial Team and in accordance with AJHR guidelines.

Guest Editors must commit to make every effort to ensure that authors receive timely responses to their submissions and prompt advice of peer review outcomes and to work

towards AJHR publication deadlines.

Other than the introductory essay, Guest Editors may not submit their own articles for publication in the Special Issue that they are editing, except in exceptional circumstances and by agreement with the co Editors-in-Chief.

Final publication decisions will be taken by the co Editors-in-Chief, sometimes in consultation with AJHR section editors as applicable, upon recommendation of the Guest Editors. If too few papers are determined to reach the required standard for publication, after peer review, the co Editors-in-Chief reserve the right to publish a themed issue also containing regular papers or to cancel the Special Issue entirely. Excess papers may be re-routed to a standard issue of the AJHR, at the co Editors-in-Chief's discretion.

March 2024

Appendix: Memorandum of Understanding

I _____ as a Guest Editor of the *Australian Journal of Human Rights* Special Issue _____ have been provided with a schedule of dates for the Special Issue and offered an induction session on the journal's editorial processes.

I agree to make every effort to adhere to AJHR editorial policies and processes, to the timing standards set by the journal, and to the expectation of guest editors detailed in the AJHR Special Issue Proposals Policy.

Signature

Date