

Associate Editor

Associate Editor as the member of the Editorial Board is responsible for overall quality of the intellectual content of the journal and for the timeliness and quality of the review process. The Associate Editor takes an active interest in defining the journal's aims, policies, and contributes to editorial coverage. He also helps Editor-in-Chief in examining the scope of the journal with advices and can recommend that the scope might be modified or changed. The Associate Editor, by broad knowledge of the field, recommends the mix of specialties to be represented. Also he may write editorials and solicit manuscripts on special topics.

Thus, the Associate Editor:

- is expected to promote the journal to institutions, groups and individuals
- encourages authors to submit their best work
- will work to maintain the integrity of the peer review process to ensure that the manuscript receives a thorough. quality review in accordance with the high standards of the journal
- will review a limited number of papers in the areas of his expertise
- will treat the manuscripts in review as a confidential document without disclosing its contents outside the context of the review process
- will avoid conflicts of interest and the appearance of conflicts of interest stemming from personal relationship with the author
- can delegate a review to another expert, yet being responsible on the timely and accurately delivered reviews
- can suggest to the Editor-in-Chief new Editorial Board members
- will distribute the Call for Papers for the conferences feeding the journal content