

## **The Series Editor's Responsibilities**

The Series Editor oversees the academic and editorial integrity, solicits suitable book proposals, and collaborates with the handling editor to determine their acceptance. They ensure proposals undergo a thorough review to assess their alignment with the aims and market potential of the series. The Series Editor also gathers constructive feedback from independent experts, including series editorial board members.

### **Ethic Statement**

The Series Editor, along with publisher, play a critical role in maintaining the ethical standards and integrity of the book series. The responsibilities encompass various aspects to ensure that the book series adheres to the highest ethical standards.

#### **1. Integrity and Transparency**

The Series Editor ensures that all decisions regarding the selection and review of book proposals are made transparently and based solely on academic merit and relevance to the series. The series editor will provide clear guidelines and processes for submission, review, and publication to volume editors. It is crucial to communicate decisions and policies openly, fostering a culture of trust and accountability among all in the publishing process.

#### **2. Conflict of Interest**

The Series Editor will disclose any personal, financial, or professional conflicts of interest that may influence editorial decisions. Such disclosures should be made to publishers to ensure transparency and avoid bias in editorial judgment. If a conflict of interest arises, the Series Editor will refrain from the decision-making process for the affected proposal to maintain the integrity of the review process. Instead, the decision to publish the book will rest only with the handling editor, following a thorough external review process of book proposals.

#### **3. Fairness**

The Series Editor will treat all book proposals and manuscripts equitably, ensuring that decisions are based solely on content, quality, and relevance, regardless of the volume editor's/author's background, affiliation, reputation, race, religion, nationality, sex, gender, seniority, or institutional affiliation of the author(s). The Series Editor will implement a consistent and unbiased review process that applies the same standards to all submissions. Additionally, the series editor will promote diversity and inclusion in the selection of editors and reviewers to ensure a broad representation of perspectives and expertise.

#### **4. Confidentiality**

The Series Editor will maintain the confidentiality of all submissions, review processes, and editorial decisions. Information regarding authors, reviewers, and unpublished materials should be protected and not used for personal advantage or shared without proper authorization. This also includes correspondence with direct representatives from the publisher about the contract and contractual details of the series agreement, contributions under consideration, and reviewers' reports.

#### **5. Intellectual Property**

The Series Editor will respect intellectual property rights by ensuring that all work is properly cited and acknowledged, besides implementing policies to detect and address plagiarism, copyright

infringement, and other violations of intellectual property rights. The Series Editor must ensure that editors obtain permissions for any third-party material included in the book and properly attribute all sources used.

## **6. Ethical Review**

The Series Editor will ensure that all research published in the series complies with ethical standards, including obtaining necessary ethical approvals for studies involving human or animal subjects. The Series Editor will ensure adherence to ethical guidelines in all aspects of the research and publication process, including data collection, analysis, and reporting, besides ensuring the editor to include statements on ethical approval and informed consent in their book to uphold the ethical standards of the series.

## **7. Addressing Ethical Misconduct**

The Series Editor shall take complaints concerning a book seriously and cooperate with the publisher to investigate any suspicions of misconduct or alleged fraud following the Committee on Publication Ethics (COPE) guidelines. If the investigation shows there are valid concerns, appropriate action will be taken, and all relevant parties will be given the opportunity to respond to the allegations. Depending on the situation, measures such as rejecting the manuscript, issuing corrections or retractions, or informing the author's institution may be implemented.

## **8. Field-Specific Standards**

The Series Editor ensure that manuscripts accepted for publication comply with specific research requirements and ethical standards for the relevant field. For example, research involving human or animal subjects should comply with internationally agreed or comparable national research ethics standards. In cases of uncertainty, the Series Editor will seek advice from the publisher to ensure compliance with ethical standards.

## **9. Use of AI**

The Series Editor would be responsible for ensuring the ethical use of artificial intelligence (AI) technologies in the preparation and content of manuscripts according to Taylor and Francis AI policy. Book authors must disclose their intent to employ Generative AI tools at the earliest possible stage to their editorial contacts for approval – either at the proposal phase if known, or if necessary, during the manuscript writing phase. If approved, the book author must then include the statement in the preface or introduction of the book. This level of transparency ensures that editors can assess whether Generative AI tools have been used and whether they have been used responsibly. Taylor & Francis will retain its discretion over publication of the work, to ensure that integrity and guidelines have been upheld [AI Policy](#).