

ISA Journal Plagiarism Evaluation Process

The following is the process that should be followed by an ISA journal Editor, if s/he determines a manuscript submitted for review may be plagiarized:

1. A potential case is identified and the lead editor comes to the judgment that the case is might be one of plagiarism or not. The following link <http://publicationethics.org/resources/flowcharts> provides useful material in making this determination.
2. The lead editor notifies the other editors (excluding the Editor of the ISA Compendium), the ISA Executive Director and the Chair of the ISA Publications Committee that a plagiarism case is pending.
3. The lead editor sends the relevant evidence to every other lead editor (not to associate editors or to a generic email for the journal). This part of the process does NOT include the ISA Executive Director and the Chair of the ISA Publications Committee. All correspondence is confidential.
4. Each editor should respond; if s/he does not, it is assumed that this is tacit agreement with the allegation.
5. Unanimity is required for action.
6. The group of lead editors decides on a course of action: a course of action can range from retraction of a published manuscript to rejection of the manuscript from consideration with a response statement such as “your work does not meet the standards of attribution required for an ISA journal” or actions deemed appropriate by the editorial decision-making group.
7. The lead editor notifies the ISA Executive Director and the Chair of the ISA Publications Committee of the outcome. The submitting author is then notified of the outcome.