

Ethics guidelines

1. Introduction: Focus and scope of *Estudios de Filosofía*

Estudios de Filosofía is the journal published by the Institute of Philosophy of the Universidad de Antioquia. It is an international peer-reviewed, open-access, electronic journal and adheres to the policy of double-blind peer review. Since its foundation in 1990, *Estudios de Filosofía* has been devoted to fostering the research in all fields of philosophy. The journal publishes papers in Spanish and English.

The purpose of publishing this code of ethics is to indicate the expectations of the journal and of the Institute of Philosophy regarding the publishing ethics, having as a referent the theme, focus and scope of the journal. This code presents basic ethical standards for authors and reviewers, and also points out schematically the functions and responsibilities of the editor.

2. Editorial Structure

Estudios de Filosofía is coordinated by one director, who at the same time coordinates the (general or guest) editor, the editorial assistant, the designer and the editorial team. The director is appointed by the director of the Institute of Philosophy. The director is the main responsible for the journal. The editor determines the theme of each issue and evaluates the thematic relevance and quality of each article submitted to the journal before sending it to review. The editorial assistant and the editorial committee support the editor by reviewing potentially publishable material, as well as by suggesting external reviewers. The designer is responsible for the style and format of the journal. Finally, the editor is in charge of the final version of each published issue of *Estudios de Filosofía*.

3. General Obligations and Responsibilities of the Director

The director is responsible for

- 3.1. Working to satisfy the necessities of both readers and authors.
 - 3.2. Trying to improve constantly the journal.
 - 3.3. Put in place processes to ensure the quality of the published material.
 - 3.4. Defending free speech.
 - 3.5. The integrity of the academic archive.
 - 3.6. Opposing to mercantile tendencies that may compromise the intellectual and ethical standards of the journal.
 - 3.7. Being always willing to publish corrections, clarifications, retractions and apologies when necessary.
4. Relations with the readers.

Readers will be

- 4.1. Informed about the financial sources of the researches, whether the financiers had any role in the research and its publication and, if so, which one.
- 4.2. Guaranteed to have all the published reports and research revisions checked by qualified reviewers.
- 4.3. Assured that the non-reviewed sections of the journal are clearly identified.
- 4.4. Informed about the measures adopted to guarantee that the manuscripts by the members of the editorial committee receive an objective and unbiased evaluation.

5. Relations with the Authors

- 5.1. The editor's decision concerning the acceptance or rejection of an article for its publication will be based on the quality of the manuscript, its originality and clarity, as well as its relevance for the journal.
- 5.2. The editor will not revoke the former editor's decision to accept manuscripts for their publication, unless serious problems were identified.
- 5.3. *Estudios de Filosofía* makes a detailed description of the peer-review processes, and the editor will justify any important deviation from the described processes.
- 5.4. *Estudios de Filosofía* has a mechanism for authors to appeal the editorial decisions, through communication with the editorial committee.
- 5.5. *Estudios de Filosofía* published guidelines for the authors where they can check what is expected from their manuscripts. These guidelines are regularly updated.

6. Commitments of the Editor

The editor commits to:

- 6.1. Guiding the review process in order to guarantee the quality and integrity of it. For this purpose, the editor designed guidelines and a review format which will be periodically updated.
- 6.2. Requiring the reviewers to declare the possible conflicts of interests before agreeing to review a manuscript.
- 6.3. Having adequate systems to ensure the protection of the reviewer's identities.
- 6.4. Encouraging the reviewers to comment on ethical and research issues, as well as possible misconducts.
- 6.5. Prompting the reviewers to comment on the originality of the manuscripts and to be vigilant about redundancies or plagiarism in the publication.
- 6.6. Sending to the authors the totality of the reviewer's comments, unless they are injurious or defamatory.
- 6.7. Acknowledging the reviewer's contribution to the journal.
- 6.8. Monitoring the reviewer's performance in order to guarantee the quality of the review.
- 6.9. Developing and keeping a suitable reviewer database and updating it based on the reviewer's performance.
- 6.10. Avoiding the reviewers who regularly make poor, unkind or low-quality reviews.

6.11. Using a wide range of sources (not only personal contacts) to identify possible new reviewers (e.g. bibliographical databases).

7. Relations of the Editor with the Editorial Committee

The editor of *Estudios de Filosofía* provides the new members of the editorial committee with guidelines on everything expected from them and shares updates about new policies and developments with the existing members. In addition, the editor:

- 7.1 Has established policies for managing the manuscripts of the editorial committee members in order to ensure an unbiased review.
- 7.2 Identifies qualified members for the editorial committee who can actively contribute to the development and good management of the journal.
- 7.3 Regularly examines the conformation of the editorial committee.
- 7.4 Offers the members of the editorial committee a clear orientation about their expected duties and functions, including: (1) to act as ambassadors for the journal, (2) to support and promote the journal, (3) to search for the best authors and works, and actively encourage the submission of manuscripts, (4) to accept being commissioned to write editorials, critiques and commentaries on articles in their areas of expertise, (5) to assist and contribute to the editorial committee meetings.
- 7.5 Consults periodically the members of the editorial committee to know their opinions on the performance of the journal. The editor also informs them about any change on its policies and identifies challenges for the future.

8. Editorial and Peer-Review Processes

The editor of *Estudios de Filosofía* watches over

- 8.1 Making an effort to guarantee a fair, unbiased and timely peer review.
- 8.2 Having systems to ensure that the submitted material for publication is confidential during the review process.
- 8.3 Taking reasonable measures to ensure the quality of the published material, recognizing that the sections within the journals have different goals and norms.

9. Managing Cases of Possible Misconduct

- 9.1 The editor of *Estudios de Filosofía* has the duty to act whenever there is suspicion or report of misconduct. This applies to both published and unpublished articles.
- 9.2 The editor will not simply reject the documents that raise questions about possible misconduct, s/he is ethically obligated to investigate them.
- 9.3 The editor will follow the [COPE](#) guidelines for these cases.

9.4 The editor will first request an answer from those under suspicion of misconduct. If the answer is not satisfactory, an investigation must be solicited to the employers, institution, or the research agency.

9.5 The editor shall make all the reasonable efforts to ensure that a proper investigation of alleged misconduct is carried out. If this does not happen, the editor must make all the reasonable efforts to persist in obtaining a solution to the problem. In *Estudios de Filosofía* we are aware of the difficulty of this duty, but also of its importance.

10. Encouragement of Academic Debate

10.1 The editor promotes and is willing to consider for publication academic critiques of the works published in this journal.

10.2 The authors of the critiqued works will have the opportunity to reply.

10.3 The journal accepts papers that criticize previous publications of the journal.

11. Conflict of Interest

11.1 The editor has ways to manage his/her own conflicts of interest, as well as those of the authors, reviewers and members of the editorial committee.

11.2 *Estudios de Filosofía* has a specific process for managing the manuscripts by the editors, members of the Institute of Philosophy (UdeA) or members from the editorial committee, to ensure an unbiased review.

This code is based on the guidelines provided by the [Committee of Publication Ethics \(COPE\)](#).

(Last update: October 8, 2020)