

## Editorial policy: Ethics and Malpractice Statement

*Last update: September 2021*

*Ciencia Política* (CP) journal aims to be a communication platform for the local and international political community and, in turn, an instrument to catalyze scientific and political debate by publishing research and inquiries about political science. Towards such purpose, we establish the following ethics code that shall be read and approved by authors, peer-reviewers, and editorial members. We based our ethical parameters on the “Guidelines on good publication practice” defined by COPE, and we look for the Cambridge University Press “Publishing ethics: Academic Research” as an exemplary system.

### Authorship

CP does not charge authors for the process of submitting a manuscript or for the peer review process. We acknowledge as “author” the person who contributes explicitly and substantially to the conception, developing, design, analysis and writing of the article submitted to the journal. We also respect the order in which different authors present themselves. It should be a balance between the contribution of various authors. If it is not an agreement in co-authorship, we advise you to send individual articles.

When authors send a manuscript to our consideration, we expect that it has not been previously published, and has not been submitted to another publication, partially or entirely. Therefore, we insist that the first commitment to be fulfilled by authors is to submit unpublished, well-prepared articles that meet the terms of the Manuscript Formatting for Submission, and the Citation Criteria explained in the “Guideline for authors”. In addition, the authors must seek the following commitments:

1. They must be an active party in every phase of peer review process, up to the moment of publication, and make the corrections required by the reviewers and editors of CP. Authors also must approve the final version to be published.
2. It is authors’ responsibility to answer any concerns that may arise after the publication, even those regarding the integrity of the investigation,

and the authorship of the manuscript. Authors must be committed to make corrections and retractions if needed.

3. It is an obligation to use information accurately by referencing according to the APA system. Authors must avoid plagiarism and violations of copyrights. They need to make sure to have authorization to use every research material that is not their property, and they must avoid malpractice such as manipulation, falsification, and fabrication of information.
4. We suggest in “Guidelines for authors” to include information about the manuscript’s financing source, or if it is associated to a research project. Research funding cannot lead authors to present biased results.
5. Authors may be required to review a manuscript submitted to *CP* a few years after its publishing. Authors are not obliged to do the review, nonetheless. We encourage them to do it if it is among their interests and possibilities.

We also ask authors to sign the “Intellectual property and conflict of interest statement” (available on the journal’s OJS), in which they not only state the authorship’s manuscript, but also agree to answer any allegation after publishing and exonerate the journal of any responsibility in cases of concern. For more details, the last section of this Editorial Policy explains our retraction and correction policy.

Regarding conflicts related to authorship, *CP* relies on the guide “How to handle authorship disputes: a guide for new researchers” by COPE, the Publishing Ethics Resource Kit for editors (PERK) by Elsevier, and the ORCID code that allows transparency in authorship.

### **Ethical Commitments in Research**

We encourage authors to submit honest investigations that show precision, truthfulness, excellence, and care about investigative practice. Political science investigations very often work closely with communities that are not part of the academic environment. We expect authors to treat them with due respect, and, since they are taken as study subjects, authors must ask for their consent to publish any information given by them before submitting the article. It is convenient to check the “Principles and Guidance for Human Subjects Research” of the *American Political Science Association* journal in case of doubt. *CP* consults authors who carry out this type of research on the mechanisms of surveys and ask if they have authorization to publish the data. Frequently, authors provide this information in the article’s methodology section.

## **Plagiarism, self-plagiarism, redundant publication, and manipulation of research results**

Plagiarism can occur in many ways, and we remind authors to be aware of the use of else's information and self-assess if they have been accurate with it. Plagiarism can happen not only with the absence of recognition of ideas and words taken from others, but also from the use of images, data, tables, derived information, unpublished material, and gray literature (see Cambridge, 2019).

CP does not tolerate plagiarism and reserves the right to review all submissions by using the *Turnitin* tool. If the tool reveals a high coincidence with non-cited texts, a *Turnitin* document is sent to authors requesting their response to the coincidence and, based on their response, the Editorial Committee decides whether to continue the review process. The journal has the authority to reject articles do not comply with the appropriate referencing and have a high level of similarity with non-cited texts (a high level can be even 10% if this indicates that references from others were used as yours). If plagiarism is discovered after the publication, we will follow our policy of retractions and corrections. We also invite our readers to rise their concern through the e-mail: [recipo\\_fdbog@unal.edu.co](mailto:recipo_fdbog@unal.edu.co).

Self-plagiarism is also an example of malpractice and CP does not allow it. The malpractice includes articles without acknowledgment of your own works and redundant publications. Also, it is often forgotten that it is a matter of self-plagiarism submit, as new paper, the same paper already published in a different language. This would count as a translation and must be made explicit in the first page of the submission.

Duplicate and redundant publication is a matter of particular concern to us and one that we vehemently reject. Authors must be committed to submit the manuscript exclusively to CP. If it has been a while and you have not received a response from us, you should contact the journal before submitting the paper to another publication. It is important to avoid double submission, so as not to fall into cases in which the same work is published more than once by the same authors in different journals.

Likewise, we consider a malpractice worthy of rejection the manipulation of data and manufactured results. Manipulation consists of modifying the information to the point of falsifying it and omitting data in such way that the results of the investigation are unreliable. Special care must be taken by modifying images and information that is used to build graphs and tables. Modifications cannot be such that they fall in the case of falsifying the source. Data fabrication consists of inventing information to be published as if it were true. These practices are considered scientific fraud, and it is our duty to reject or retract any article that falls into them.

CP is committed not to encourage such misconduct, and constantly work to prevent consciously publishing research involving poor editorial practices. If we become aware of a malpractice or receive some allegation, we will do the investigation properly consulting the Editorial Committee, the authors involved in the allegation and our peers, to help us decide if a correction or retraction is needed.

### **Language in Editorial and Investigative Communication**

We are committed to a non-discriminatory language and promote diversity of thought through our publications. We see freedom of speech as fundamental in academic research and we care about others by committing with a respect and egalitarian treatment.

That is why, defamation, false accusations, offensive language, abusive behavior, and harm to the reputation of individuals, groups and organizations will not be allowed in the context of editorial management and manuscripts. We expect a friendly, efficient, and pertinent treatment from the reviewers and authors. If one of this malpractice occurs in peer review process or any other communication, the journal has the authority to protect others and itself from these situations and could not take the evaluation into account or not take the manuscript into consideration.

### **Exogeneity in publication**

At least 70% of the papers published in each issue are external collaborations, that means, outside Universidad Nacional de Colombia. Additionally, members of the Editorial Committee can only publish one article per year, including the editor-in-chief. Authors can publish a maximum of two articles per year.

### **Preprint Policy and Copyright**

CP holds the rights to the first publication of the manuscript. This means that it cannot have been published prior the submission. However, pre-prints that are part of an author's website or part of an institutional repository (such as the thesis repository of Universidad Nacional de Colombia) are not considered as prior publication. Although, we advise to inform if the article is a derivation of a thesis or a previous unpublished manuscript and to indicate the link or DOI, if it has one.

After being published by *CP*, the article must follow the criteria of Creative Commons Attribution 2.5 Colombia License (BY NC ND). The license allows to share, copy and redistribute the material in any medium or format, under the condition of giving “appropriate credit, provide a link to the license, and indicate if changes were made.” You may do some modifications in any reasonable manner, but not in a way that suggests the licensor endorses you or your use. Also, it is possible to make a few copies for academic purposes. If you are interested in translating or republishing one of our articles you must ask for authorization to the authors and *CP*.

For authors it is possible to republish the material in books and web portals, applying of course the condition of attribution. We also motivate authors to include their articles in personal web sites and social media once published by us.

### ***CP's Archive***

The journal maintains a registered version on OJS 3.2 and a historical archive. This serves as evidence for the existence of the publication. Unpublished articles, reviews and other documents are housed there and are only used as a journal record and are not publicly accessible. We do not use these documents for anything else other than what is established.

### **Article evaluations**

The peer review process is described in the “Guideline for authors and peer review process”. In ethical terms, the journal expects the reviewers to confirm their suitability to evaluate the article and declare if they believe they have conflicts of interest. Likewise, we expect they comply with the agreed datelines, adhere to the points marked in the evaluation form, and provide pertinent observations and develop reasons for their decision. All in an appropriate language. The reviewers should refrain from requesting information on the authorship of the article. The journal respects the confidentiality of the double-blind review system.

### **Conflict of interest**

We ask authors to sign the “Intellectual property and conflict of interest statement” in which they express they do not have any conflict that may affect the objectivity and integrity of the publication and are free from improper influences. Our reviewers must also communicate any conflict of inter-

est that may affect their judgment in the review format publicly available. Likewise, the editors and other members who are attached to *CP* must state if they have any conflicts with a manuscript or reviewer. Our publications are free of this type of influence, and we invite our readers to contact us if they suspect that we do not meet these criteria.

### **Retractions and corrections policy**

We follow the COPE's retraction and correction guideline, which indicates that editors should consider retraction in cases of discovering plagiarism in an article, duplication of publication, violation of copyrights, impersonation, lack of ethics in the exercise of investigation, and conflicts of interest that have not been declared and jeopardize the objectivity of the publication. Also, cases that can be a situation of retraction are those in which we recognize that an article presents conclusions that cannot be trusted, since it has fallen into manufacturing practices and manipulation of information that we were unaware of before its publication. Retractions will be made publicly on the journal's OJS portal. We will provide the name and link of the publication, and the respective reasons for the retraction as soon as we can.

Regarding corrections, we undertake to publish an *Errata* when correction does not imply retraction of the article and it is also a minor correction or clarification. Additionally, we are ready to apologize in cases covered by the COPE code of ethics. Authors must communicate the corrections they believe are necessary to the journal and, in some cases, make corrections in their own name and make public acknowledgments for errors in the research.