Editorial Policies and Practices

The *Proceedings of the Oklahoma Academy of Science* is published by the Oklahoma Academy of Science. Its editorial policies are established by the Editor and Associate Editors, under the general authority of the Publications Committee. The Editor is appointed by the Executive Committee of the Academy; Associate Editors are appointed by the Publications Committee in consultation with the Editor. The suitability for publication in the *Proceedings* of submitted manuscripts is judged by the Editor and the Associate Editors.

All manuscripts must be refereed critically. The *POAS* Editors have an obligation to the membership of the Academy and to the scientific community to insure, as far as possible, that the *Proceedings* is scientifically accurate. Expert refereeing is a tested, effective method by which the scientific community maintains a standard of excellence. In addition, expert refereeing frequently helps the author(s) to present the results in a clear, concise form that exceeds minimal standards.

The corresponding author is notified of the receipt of a manuscript, and the Editor sends the manuscript to at least two reviewers, anonymous to the author(s). After the initial review, the Editor either accepts the manuscript for publication, returns it to the author for clarification or revision, sends it to another referee for further review, or declines the manuscript.

A declined manuscript will have had at least two reviews, usually more. The Editors examine such manuscripts very carefully and take full responsibility. There are several grounds for declining a manuscript: the substance of the paper may not fall within the scope of the *Proceedings*; the work may not meet the standards that the *Proceedings* strives to maintain; the work may not be complete; the experimental evidence may not support the conclusion(s) that the author(s) would like to draw; the experimental approach may be equivocal; faulty design or technique may vitiate the results; or the manuscript may not make a sufficient contribution to the overall understanding of the system being studied, even though the quality of the experimental work is not in question.

A combination of these reasons is also possible grounds for declining to publish the MS. In most cases, the Editors rely on the judgment of the reviewers.

Reviewer's Responsibilities

We thank the reviewers who contribute so much to the quality of these *Proceedings*. They must remain anonymous to assure their freedom in making recommendations. The responsibilities or obligations of these reviewers are:

- Because science depends on peer-reviewed publications, every scientist has an obligation to do a fair share of reviewing.
- A reviewer who has a conflict of interest or a schedule that will not allow rapid completion of the review will quickly return the manuscript; otherwise, the review will be completed and returned promptly.
- A reviewer shall respect the intellectual independence of the author(s). The review shall be objective, based on scientific merit alone, without regard to race, religion, nationality, sex, seniority, or institutional affiliation of the author(s). However, the reviewer may take into account the relationship of a manuscript under consideration to others previously or concurrently offered by the same author(s).
- A reviewer should not evaluate a manuscript by a person with whom the reviewer has a personal or professional connection if the relationship could reasonably be perceived as influencing judgment of the manuscript.
- The manuscript is a confidential document. If the reviewer seeks an opinion or discusses the manuscript with another, those consultations shall be revealed to the Editor.
- Reviewers must not use or disclose unpublished information, arguments, or interpretations contained in a manuscript under consideration, or in press, without the written consent of the author.
- • Reviewers should explain and support their judgments and statements, so both the Editor and the author(s) may understand the basis of their comments.