

SAJ Editorial Policy

Thank you for your interest in SAJ!

First launched in 2009 by a team of enthusiastic scholars at the Faculty of Architecture, University Belgrade, SAJ: Serbian Architectural Journal aims to facilitate and disseminate IMT research in architecture and urbanism. The editors strongly encourage submissions from all areas of architectural and research of urbanism, including – but not limited to – research-by-design, practice-related research, technology, sustainability, pedagogy, visual culture and artistic practices. Aiming for a global readership, SAJ will tend to include contributions from and about a wide range of locations. Its Editorial Board is enhanced by editors coming from diverse backgrounds.

Comprising of guest-edited issues, SAJ is published three times a year. Please note that that contributions to SAJ, including summaries, are accepted only in English language. SAJ publishes exclusively original research that has not been published previously and is not currently considered / accepted for publication elsewhere.

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– [SCIndeks](#);

– Digital copies of the journal are archived in the Digital Repository of the National Library of Serbia and the Digital Repository of Faculty of Architecture in Belgrade.

SAJ Community: Roles

Thank you for your interest in the SAJ Community. Please scroll down to see the list of our valued members – the Editorial Board and the List of Reviewers.

1. Editorial Board

Please note that the list of SAJ's reviewers is currently undergoing a revision and is being expanded – watch this space for updates!

Editor in Chief

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2. List of Reviewers

Please note that the list of SAJ's reviewers is currently undergoing a revision and is being expanded – full list will be made publicly available shortly.

Preparing Your Paper Processing Speed

Here at SAJ, we appreciate the challenges of an academic career for the work-life balance. Therefore, we do our best to optimise our processing times and maintain a quick and effective communication, as per below.

From submission to first decision: the average (median) number of 10 work days for a manuscript submitted to the journal to receive a first decision.

From submission to first post-review decision: the average (median) number of 20 work days for a manuscript submitted to the journal to receive a first decision if it is sent out for peer review.

From acceptance to online publication: the average (median) number of 20 work days from acceptance of a manuscript to online publication of the Version of Record.

Open Access & Publication Fees

SAJ is proud to practice an open access policy. Publishing open access means that your article will be free to access online immediately on publication, increasing the visibility, readership and impact of your research. All articles can be downloaded free of charge, by interested parties, and used in accordance with the [Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International License \(CC BY NC ND\)](#). Please note that there is no fee to make your article open access.

There will be no costs related to the publication of your paper. Please note that, although SAJ does not have an Article Processing Charge (APC), the journal reserves the right to charge authors for publishing print materials in colour.



Copyright

Apart from general legal and academic rules and standards, Copyright and related issues directly referring to journal SAJ have been regulated by [the Copyright Transfer Agreement \(CTA\)](#), enclosed to this statement on the Editorial policy of SAJ. The provisions of the CTA apply to Publisher and authors of submitted papers.

Speed Self-Archiving Policy

Authors who publish with SAJ are welcome to deposit printed/published version of submitted article, either in an institutional repository or a non-commercial subject-based repository. Authors are kindly asked to keep the Publisher and Editorial staff informed about this type of decisions.

Please note that, in the cases of Self-Archiving, full bibliographic information (authors, article title, journal title, volume, issue, pages) about the original publication should be provided and a link made to the article's DOI.

Peer Review

SAJ is proudly committed to peer-review integrity and upholding the highest standards of review. As part of our holistic approach to academic publishing, we facilitate a free exchange of thoughts and constructive feedback between the editors, reviewers, and authors, while respecting the privacy and maintain anonymity of the parties involved.

Once your paper has been assessed for suitability by the editor, it will then be double blind peer reviewed by independent, anonymous expert referees. The choice of reviewers is at the Editors' discretion. Enabling a board exchange of ideas, unbiased evaluation and quality control of the review process, the Editorial team at SAJ will match the papers with reviewers who are experts in the field of research, but are not from the author's institution and do not have recent joint publications with any of the authors.

The reviewers of a same paper act independently and are not aware of each other's identities. If the review reports are in opposition (accept/reject), the Editor may assign additional reviewers. During the review process, the Editor may ask for additional information (including raw data) necessary for the manuscript's evaluation. These materials shall be kept confidential and shall not be used for personal gain.

Please note that, striving for excellence and continuous upgrading of our processes, SAJ also relies on authors to review the reviewers. Authors will be asked to fill in a short form and assess the usefulness of the feedback. If an author expresses concern about a review they receive, Editorial staff will be happy to answer all their questions, and mediate between the two parties

until the matter is resolved successfully. If there is any doubt about the objectivity of the reviews or quality of the review, additional reviewers shall be assigned.

Code of Conduct and Dealing with Unethical Behaviour

Please note that SAJ strongly supports academic integrity and ethical conduct. All authors, reviewers and guest editors at SAJ are expected to take responsibility for their actions and contribute to making SAJ a transparent, diverse and inclusive publishing community.

SAJ is proud to act as a safe and equitable platform for everybody, with zero tolerance for all forms of plagiarism, unethical behaviour and discrimination. SAJ is committed to providing a research environment characterised by impartial, merit-based decision making, promoting fairness and respect for all members.

We kindly invite everyone who might have any concerns to reach out to the Editorial Staff if they suspect of unethical behaviour or other types of misconduct. Please note that when dealing with unethical behaviour, the Editorial staff will rely on the guidelines and recommendations provided by the Committee on Publication Ethics (COPE): <http://publicationethics.org/resources/>

When presented with evidence of an academic misconduct, the Editor in Chief shall initiate the procedure of dealing with unethical behaviour, as per below.

Investigation

- Editor-in-Chief shall consult with the Editorial Board.
- All evidence shall be treated as highly confidential and only made available to the investigating parties.
- The party under investigation shall at all times have the chance to respond to any charges made against them.
- Misconduct can be classified as a Minor or a Major Misconduct.

Minor Misconduct

Please note that minor misconduct will be resolved in a dialogue with persons involved without involving third party members, e.g.:

- Communication with authors/reviewers in the cases of minor breaches caused by misunderstanding of academic integrity standards.
- A warning letter to author or reviewer regarding minor misconduct.

Major Misconduct

The Editor-in-Chief shall consult the Editorial Board, and, when necessary, additional experts. They shall make a decision about the further course of action based upon the available evidence. The possible outcomes might be as per below.

- Publication of a formal announcement or editorial describing the misconduct.
- Informing the author's (or reviewer's) head of department or employer of any misconduct by means of a formal letter.
- The formal retraction of publications from the journal in accordance with the Retraction Policy (see below).
- A ban from submissions in SAJ for a predefined period.
- Referring a case to a professional organization or legal authority for further investigation and action.

Retraction Policy

Please note that, if left without other options, the Editorial team of SAJ team shall issue a motion for a paper's withdrawal or retraction, in the best effort to preserve excellence and academic integrity. Legal limitations of the publisher, copyright holder or author(s), infringements of professional ethical codes, such as multiple submissions, bogus claims of authorship, plagiarism, fraudulent use of data or any major misconduct will result in the retraction of an article. Occasionally a retraction can be used to correct errors in submission or publication.

SAJ adheres to retraction standards developed by relevant academic bodies. In the electronic version of the retraction note, a link shall be made to the original article. In the electronic version of the original article, a link is made to the retraction note. The original article shall not be changed, save for a watermark on the PDF indicating on each page that it is 'retracted.'

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