

MINISTRY OF SCIENCE AND HIGHER EDUCATION OF THE RUSSIAN FEDERATION
FEDERAL STATE BUDGETARY EDUCATIONAL INSTITUTION OF HIGHER
EDUCATION
“RYAZAN STATE UNIVERSITY NAMED FOR S. A. YESENIN”
(RSU named for S. A. Yesenin)

ADOPTED

at the general meeting of the team of
journalists - full-time members of the
Editorial Board of the academic journal
“Bulletin of the Ryazan State
University named for S. A. Yesenin”
(Minutes #1 dated 25.03.2024)

APPROVED

Acting rector of RSU named
for S. A. Yesenin
I. A. Murog
(Session of the Academic Council
of RSU named for S. A. Yesenin
dated 28.03.2024, Minutes #12)

**EDITORIAL CHARTER
OF ACADEMIC JOURNAL
“BULLETIN OF RYAZAN STATE
UNIVERSITY NAMED FOR S. A. YESENIN”
PO-00-82.04.
Edition 4.0.**

Ryazan
2024



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1. SCOPE OF USE AND DISTRIBUTION

The present Charter of the journal "Bulletin of Ryazan State University named for S. A. Yesenin" defines the legal status, goals, objectives and areas of activity, mutual rights and obligations of the founder, editorial board, editor-in-chief, powers of the editorial staff, as well as other provisions stipulated by the Law of the Russian Federation of December 27, 1991 No. 2124-1 "On Mass Media".

2. REGULATORY DOCUMENTS

This Charter has been drawn in accordance with:

- Law of the Russian Federation of December 27, 1991 No. 2124-1 "On Mass Media";
- Charter of the Federal State Budgetary Educational Institution of Higher Education "Ryazan State University named for S. A. Yesenin."

3. TERMS, DEFINITIONS AND ABBREVIATIONS

RSCI - Russian Science Citation Index;

ISSN – International Standard Serial Number;

Editorial Board - Editorial Board of the scientific journal "Bulletin of Ryazan State University named for S. A. Yesenin";

The Bulletin, the Journal – "Bulletin of Ryazan State University named for S. A. Yesenin";

The Founder, the University - Federal State Budgetary Educational Institution of Higher Education "Ryazan State University named for S. A. Yesenin."

Editorial Board – the Editorial Board of the academic journal "Bulletin of Ryazan State University named for S. A. Yesenin";

4. GENERAL FACTS

4.1. The Bulletin of Ryazan State University named for S. A. Yesenin is a journal specializing in covering current issues of science.

The journal "Bulletin of Ryazan State University named for S. A. Yesenin" was registered on October 5, 2018 (Excerpt from the Register of mass media dated October 10, 2018. Registration number with date of the decision on registration: series PI No. FS 77-73858, dated October 5, 2018).

4.2. The founder of the "Bulletin" is the federal state budgetary educational institution of higher education "Ryazan State University named for S. A. Yesenin".

4.3. The production and publication of the "Bulletin" is carried out by its Editorial Board.

4.4. The Editorial Board is a structural subdivision of the University.



4.5. The property used by the Editorial Board is an integral part of the University's property.

4.6. The Editorial Board will be financed by the Founder in accordance with the procedure established by the present Charter and other documents of the Founder.

4.7. The income received as a result of the activities of the Editorial Board will be property of the University and should be used by the University to reimburse material costs of preparation and publication of the Bulletin, to make mandatory payments and deductions and for other purposes, in accordance with the Charter and local normative acts of the University.

4.8. The Founder will be liable for obligations arising from the activities of the Editorial Board with all the property belonging to the University, and will act as plaintiff / defendant in court procedure.

5. MUTUAL RIGHTS AND OBLIGATIONS OF THE FOUNDER, EDITORIAL BOARD, AND EDITOR-IN-CHIEF

5.1. **The rights and obligations of the Founder** shall be determined in accordance with the Law of the Russian Federation No. 2124-1 of December 27, 1991 "On Mass Media."

5.2. The Founder has the right to:

- approve the Editorial Charter;
- accept amendments and additions to the Editorial Charter;
- terminate or suspend publication of the Journal in the cases and in the manner provided for by this Charter and the legislation of the Russian Federation;
- determine the language, subject matter, specialization, periodicity, volume, territory and form of periodic distribution of the Journal;
- change in the prescribed manner the subject, specialization, language of the Journal, its title, form, territory of distribution, periodicity, volume and circulation of the Journal;
- exercise control over the compliance of the Journal's activities with the provisions of the legislation of the Russian Federation, this Charter, and other local normative acts of the Founder, over the compliance of the Journal's subject matter and specialization, language, periodicity and volume;
- act as a publisher, distributor and owner of the property of the Editorial Board.

5.3. The Founder is obliged to:

- comply with the provisions of this Charter and the laws of the Russian Federation on mass media;
- ensure professional and creative independence of the Editorial Board;



- provide information support to the Editorial Board;
- abstain from interference in professional activities of the Editorial Board, except in cases stipulated by the laws of the Russian Federation.

5.4. **The rights and responsibilities of the Editorial Board** will be determined in accordance with the Law of the Russian Federation dated December 27, 1991, No. 2124-1 "On Mass Media."

5.5. The purpose of the Editorial Board is to maintain the professional level at publishing the Bulletin.

5.6. The main objectives of the Editorial Board are:

- comprehensive and objective coverage, prompt and independent informing of readers about the development and directions of science in Russia and abroad.
- publication in the Bulletin of scientific materials of theoretical and practical importance, prepared at a high scientific level;
- timely implementation of all the processes of publishing the "Bulletin";
- ensuring a broad exchange of scientific information in the areas outlined in the "Bulletin" among higher education and scientific institutions;

5.7. The activities of the Editorial Board will proceed along the following directions:

- preparation and publication of the Bulletin;
- acceptance of materials for publication and their arrangement in the next issue;
- checking materials for their compliance with the formal requirements available on the "Bulletin" website at the following address: <http://www.vestnik.rsu.edu.ru/> ;

- translation, literary editing and formatting of articles and other materials for publication in accordance with the internal standards of the "Bulletin";
- design and quality control of draft issues of the Journal and their submission to the RSCI system;
- maintenance of electronic archives of all issues;
- maintenance of the Journal documentation, quality execution of documents for registration and re-registration of the Journal in RSCI, Roskomnadzor, 188N Center in accordance with the legislation of the Russian Federation.

5.8. The Editorial Board has the right to independently:

- plan their activities within the framework of the subject area, specialization and orientation of the Journal approved by the Founder, make decisions about the content and artistic design of its issues;
- engage creative and technical workers who are not on the staff of the Editorial Board, to implement certain tasks;



- sign an issue of the Journal for typesetting, printing and publication, correspond with the readers of the Journal in accordance with the established procedure, taking into account their interests and suggestions.

5.9. The Editorial Board is obliged to:

- ensure a high-quality content, maintaining scientific, artistic and professional level of publications;
- design materials for printing in accordance with the requirements of standards, technical specifications, other regulatory documents and contracts with the printing company and other organizations;
- ensure compliance with the approved production schedules;
- publish the Founder's statements in full and within the deadlines specified by the Founder.

5.10. **The rights and responsibilities of the Editor-in-Chief** are determined in accordance with the Law of the Russian Federation of December 27, 1991, No. 2124-1 "On Mass Media".


5.11. The Editor-in-Chief in his/her activities shall be guided by the legislation of the Russian Federation, the Charter of the University, local normative acts of the University, and this Charter.

5.12. The Editor-in-Chief will manage the Editorial Board and solve current issues of the Editorial Board activity, except for those referred by this Charter to the competence of the Founder.

5.13. The Editor-in-Chief:

- carries out general management of the Journal's work;
- represents the interests of the Editorial Board in their relations with the Founder, publisher, distributor, and citizens in court;
- determines strategic issues of the Journal's development and its general scientific orientation;
- organizes the activities of the Editorial Board;
- distributes responsibilities among the Editorial Board staff;
- submits for the founder's approval the decision on the formation and dissolution of the Editorial Board, on changes in its membership;
- recruits reviewers for articles submitted for publication;
- signs each issue of the Journal for printing;
- bears responsibility for the quality of published materials and the design of the Journal;
- resolves other issues referred to his/her competence by this Charter and local normative acts of the Founder.

5.14. The Editor-in-Chief enjoys the rights and bears the responsibilities in accordance with the job instruction approved by the Founder.

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5.15. The Editor-in-Chief has the right to form the Editorial Board of the Editorial Office.

6. RIGHTS OF THE TEAM OF JOURNALISTS - EDITORIAL BOARD MEMBERS

6.1. The Editorial Board members edit (in literary, scientific, artistic, technical aspects), create, collect or prepare messages and materials (text and graphics for the Journal).

6.2. Members of the Editorial Board take part in the development and preparation of editorial plans, participate in the activities of the Editorial Board, make proposals to the Editor-in-Chief to improve the quality of the Journal and accelerate the editorial and publishing process.

6.3. The members of the Editorial Board exercise their rights at a meeting of the Editorial Board staff. A meeting of the Editorial staff is competent if at least two thirds of the Editorial staff are present. Decisions are made by a simple majority of votes of the Editorial Board members present at the meeting.

6.4. A meeting of the Editorial Board will not have the right to discuss or make decisions on issues that are not within their competence as defined in the present Charter.

7. PROCEDURE FOR APPOINTMENT OF THE EDITOR-IN-CHIEF AND ELECTION OF THE EDITORIAL BOARD


7.1. The Editor-in-Chief, appointed by the Founder’s order in accordance with the labor legislation of the Russian Federation, manages the activities of the Editorial Board.

7.2. The Editor-in-Chief shall be guided in his/her activities by the legislation of the Russian Federation, the Charter of the University, local normative acts of the University, and the present Charter.

7.3. The Editorial Board may include the Deputy Editor-in-Chief appointed by the Founder’s order in accordance with the labor legislation of the Russian Federation.

7.4. The Deputy Editor-in-Chief:

- performs the duties of the Editor-in-Chief in his/her absence;
- organizes the receipt of materials for publication;
- organizes and supervises the work aimed at the Journal’s publication;
- participates in drafting the publication plans of the Journal.

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7.5. The Editor-in-Chief brings forth proposals on the formation of the Editorial Board to the Founder for approval. Decisions of the Editorial Board will be treated as recommendations.

7.6. The members of the Editorial Board will be appointed and dismissed by the Founder and the Editor-in-Chief. The Editor-in-Chief is a member of the Editorial Board ex officio.

7.7. The Editorial Board:

- develops, discusses and approves current and prospective editorial plans, controls their fulfillment;
- proposes new directions for the Editorial Board’s activities;
- considers creative issues, journalistic ethics and professional independence of the Editorial Board;
- determines the methods and ways of conducting topical article campaigns, issuing thematic pages and whole issues, decides on the introduction of new columns and the removal of obsolete ones;
- gives an opinion on debatable materials that are proposed for publication;
- maintains relations with other periodicals, creative unions and organizations;
- makes decisions on participation in creative contests and announces contests on behalf of the Editorial Board;
- contributes to the distribution of the Journal.

7.8. The Editorial Board is convened by the Editor-in-Chief when needed to discuss issues related to the production and release of the Journal. The Editorial Board meetings are chaired by the Editor-in-Chief.

7.9. The discussion agenda will be determined by the Editor-in-Chief. Members of the Editorial Board have the right to include additional issues into the agenda.

7.10. Meetings of the Editorial Board are held when necessary, but at least once every quarter of a year. A meeting of the Editorial Board is duly constituted if more than half of the members of the Editorial Board, including the Editor-in-Chief, are present. Decisions are made by a simple majority of votes of the members present.

8. GROUNDS AND PROCEDURE FOR TERMINATION OR SUSPENSION OF THE JOURNAL’S FUNCTIONING

8.1. The activity of the Journal can be terminated or suspended only by a decision of the Founder or by a court decision following a suit of a registering authority.



8.2. The Founder shall have the right to terminate or suspend the activities of the Journal if:

- the Editorial Board has violated the requirements of the Russian Federation's legislation on mass media, norms of journalistic ethics or this Charter repeatedly after receiving the Founder's warning;
- the Founder no longer has the opportunity of financing the publication of the Journal;
- the production and publication of the Journal is recognized by the Founder as unadvisable on other grounds.

8.3. In case the Founder decides to discontinue the publication of the Journal, the Founder will reserve the right to resume a mass media publication of the same title.

8.4. The Founder's decision to suspend or terminate the activities of the Editorial Board shall be sent to the registering authority within one month after the date of the decision.

8.5. In case of a decision to suspend the activities of the Editorial Board, the Founder shall send a notice to the registering authority.

9. DELEGATION OR RETENTION OF THE RIGHT TO THE NAME OF THE JOURNAL

9.1. The right to the title of the Journal belongs to the Founder.

9.2. In case of termination of the preparation and publication of the Journal, the right to resume its publication under the same title shall be retained by the Founder.

9.3. The logo of the Journal may be registered by the Founder as a trademark in accordance with the legislation of the Russian Federation.

10. LEGAL CONSEQUENCES OF THE CHANGE OF THE FOUNDER, TERMINATION OF THE JOURNAL'S ACTIVITY, LIQUIDATION OR REORGANIZATION OF THE EDITORIAL BOARD, OR CHANGE OF ITS ORGANIZATIONAL AND LEGAL FORM

10.1. The Founder's decision to terminate the activities of the Journal will invalidate this Editorial Charter. The relevant information on the termination of the Journal's activity shall be entered into the record of its registration as a mass media publication.

10.2. In case of change of the Founder, the Journal shall continue its activity after the changes are made in the registry record in accordance with the procedure established by law.



10.3. In case of reorganization or change of the Founder's organizational and legal status, its rights and obligations will be fully transferred to its legal successor.

10.4. A liquidation of the Founder entails its termination without transferring its rights and obligations to any other party by way of universal legal succession.

10.5. Reorganization of the Editorial Board in any form provided for by the legislation of the Russian Federation, change of its organizational and legal form will not constitute a basis for termination of production and publication of the Journal, unless the Founder decides otherwise.

10.6. The activities of the Editorial Board may be terminated or suspended only by a decision of the Founder or a court of law. In case of liquidation of the Editorial Board, the Journal production shall be terminated.

11. PROCEDURE FOR APPROVAL AND AMENDMENT OF THE EDITORIAL CHARTER

11.1. The approval of the Editorial Charter will take place at a general meeting of the team of journalists - staff members of the Editorial Board by a majority vote, with the presence of at least two thirds of the members and should be approved by the Founder

11.2. Amendments and additions to the Editorial Charter are adopted at a general meeting of the team of journalists - full-time employees of the Editorial Board by a majority vote with the presence of at least two thirds of its members and should be approved by the Founder.



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