

THE COSTUME CULTURE ASSOCIATION
Code for the Editorial Committee
The Research Journal of the Costume Culture

Enacted in April 20, 1993
Most recently revised In August 11, 2021

1. Purpose

This code organizes the rules for operating the editorial committee of the Research Journal of the Costume Culture. The purpose of this code is to decide matters regarding the operation of the association editorial committee and determine the editing duties related to the publications of this association.

2. Publication of Journal

The following matters relate to the journal published by the Costume Culture Association (CCA).

- 1) The title of the journal is The Research Journal of the Costume Culture (RJCC).
- 2) The journal is issued 6 times per year at the end of February, April, June, August, October, and December. 'Additional editions' can be issued if necessary.
- 3) Issuer of the journal is the president of the CCA and editor of the journal of the editor-in-chief.
- 4) The rights to the management of issued journals are held by the issuer.

3. Composition of the Editorial Committee

- 1) The editorial committee is composed of one editor-in-chief, associate chief editor(s), and editorial board members.
- 2) The editor-in-chief is appointed by the president, in cooperation with the presidential body and operation committee, and must be approved by the board of directors.
- 3) Editors are recommended by the editor selection committee, which is composed of the presidential body, operation committee, and the director of the editorial committee. Editors are appointed by the president and must be approved by the board of directors.
- 4) Editor-in-chief and editorial board members are appointed to three-year terms and can serve consecutive terms.
- 5) The following matters must be considered in the selection of editors by the editor selection committee:
 - (1) Editors must be professional scholars or experts with a Ph.D. in textiles and fashion.
 - (2) Editors must be scholars who have participated actively in academic activities in the fields related to textiles and fashion, showing outstanding research achievement.
 - (3) Editors must be assigned to diverse fields related to textiles and fashion.
 - (4) Editors must be selected in consideration of regional distribution and position.

4. Main Duties of the Editorial Committee

- 1) Manage and conduct the final review of paper submitted to the RJCC.
- 2) Review and revise the regulations related to editorial affairs.
- 3) Participate in planning and operation of the matters related to journal editing.
- 4) Other editorial and publishing affairs related to the RJCC.

5. Operation of the Editorial Committee

- 1) The editorial board shall hold regular and occasional editorial board meetings for the RJCC.
- 2) The occasional editorial board meeting can be requested by the editor-in-chief or more than a third of the editorial board members.
- 3) Matters concerned by the editorial board meeting are decided when more than a half of the editors are participated and when two-third of the editorial board members give their approval.
- 4) When needed, subcommittee meetings or document-circulation/online meetings can be held in lieu of the regular or occasional editorial board meetings.

※ Issues unspecified in this code are subject to decisions by the editorial committee.