

Costume Society of America Publications Conflict of Interest Declaration

Please review the following conflict of interest policy, taken from the Costume Society of America's Publications Policies and Procedures, adopted 04/07/2022.

Every participant in the peer-review and publication process—including authors, editors, editorial board members, and reviewers—must consider their conflicts of interest when participating in the process of article review and publication and must disclose all relationships that could be viewed as potential conflicts of interest. In most cases, conflict of interest issues will be examined by those managing the specific process. If the managers identify a breach and determine that corrective or disciplinary action is appropriate, this discussion should be presented to the national board of directors for resolution.

The publisher of *Dress* (Taylor & Francis) requires authors to disclose conflicts of interest during the article submission process; <https://authorservices.taylorandfrancis.com/editorial-policies/competing-interest/>

Peer reviewers are ethically bound to declare to the commissioning editor any reasons why they may not provide an unbiased opinion on the submitted manuscript.

In general, editors who make final decisions about manuscripts should recuse themselves from editorial decisions if they have conflicts of interest or relationships that pose potential conflicts related to articles under consideration. Editors should avoid making decisions on manuscripts submitted from their own institution, or by research collaborators, or co-authors, or competitors. To avoid the possibility of bias, editors should recuse themselves if they have published with, have collaborated with, or have been in a mentoring relationship with any author or contributor of the manuscript within the past three years. The most apparent type of conflict of financial interest occurs when an editor or affiliated organization may benefit financially from a decision to publish or to reject a manuscript. Other nonfinancial conflicts of interest should also be avoided or disclosed. Editorial decisions should be based on an objective and impartial consideration of the facts, exclusive of personal or professional bias. All decisions by editors should be based solely on the paper's scientific merit, originality, and quality of writing as well as on the relevance to the journal's scope and mission, without regard to race, ethnic origin, sex, religion, or citizenship of the authors. Editors must disclose personal biases and conflicts of interest that may affect their editorial decisions to the VP Publications.

Before appointment, the Editor in Chief, Deputy Editor, and Editorial Board members must disclose any actual or possible conflict of interests, including but not limited to, holding similar posts for other journals to the hiring committee (or, in the case of the Editorial Board, the Editor in Chief). After disclosure of the conflict of interest and all material facts, and after any discussion with the interested person, after discussion with the interested person, the appropriate managers will review the provided information and vote upon appropriate course of action. For the Editorial roles, this will be determined by the hiring committee, while the Editors and VP Publications will do so for the Editorial Board. The chairperson of

the hiring committee or the VP Publications shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement. After exercising due diligence, the committee shall determine whether the transaction or arrangement is in the Society's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to appoint the candidate to an editorial role. If the committee has reasonable cause to believe an Editor or Editorial Board member has failed to disclose actual or possible conflicts of interest, it shall inform the individual of the basis for such belief and afford them an opportunity to explain the alleged failure to disclose. If, after hearing their response and after making further investigation as warranted by the circumstances, the committee determines the individual has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

After appointment, the Editor in Chief, Deputy Editor must disclose any actual or possible conflict of interests that may arise to the VP Publications. Editorial Board members are to report to the Editor in Chief. If there is reasonable cause to believe an Editor or Editorial Board member has failed to disclose actual or possible conflicts of interest, the VP Publications and/or the Editor in Chief shall inform the individual of the basis for such belief and afford them an opportunity to explain the alleged failure to disclose. If, after hearing their response and after making further investigation as warranted by the circumstances, the VP Publications shall bring the matter to the national Board of Directors, which will determine whether the individual has failed to disclose an actual or possible conflict of interest, and take appropriate disciplinary and/or corrective action.

Outline any existing conflicts of interest below, if applicable. Note especially affiliations with competing publications, relationships with CSA Executive Committee, Board, or Editorial members, and/or financial interests in publishing.

By signing below, you indicate your agreement to abide by the above policy and that any conflicts of interest indicated by you, above, are true and complete to the best of your knowledge. You also agree to disclose any pertinent conflicts of interest to the appropriate entity should they arise after your appointment, or face disciplinary and corrective action.

Name: _____ Date: _____

This document will be kept on file for the duration of your appointment and 7 years thereafter.