

**CONSTITUTION
OF
THE NUJS LAW REVIEW**

- A. This organization shall be known as the NUJS Law Review (**‘Journal’**).
- B. The office of the Journal is currently at The West Bengal National University of Juridical Sciences, Dr. B.R. Ambedkar Bhawan, 12 LB Block, Salt Lake, Kolkata (**‘University’**). However, nothing shall prevent the Board of Editors (**‘Board’**) of the Journal from conducting business at or from any other location decided upon unanimously by the Board.
- C. The objective of the Board is to further the academic study of law and ancillary legal domains by editing and publishing a quarterly journal registered under the Press and Registration of Books Act, 1867 and the Registration of Newspapers (Central) Rules, 1956, with the registration number WBENG/2008/29588.
- D. The Journal is the flagship publication of the University, administered by the students of the University. All decisions in relation to the Journal shall lie solely with the Board, in consultation with the Editor-in-Chief, as defined hereunder. Except for those matters which require determination by individual Editors, the normal decision making process will strive for collegial consensus amongst all Editors. Where such consensus proves impossible to arrive at, decisions shall be taken by a simple majority of those Editors present and voting.
- E. The Board shall publish, on a regular schedule, at least four issues of the Journal a year. Each issue shall be published at the end of every quarter of a calendar year.

Article I: Definitions

Associate Members- The body of members working for the Journal under the supervision of the Board are termed as the Associate Members of the Journal. They shall be divided into **Associate Members (Grade A)** and **Associate Members (Grade B)**.

Editor- Each of the six members on the Board of Editors shall be referred to as an Editor.

General Body- It comprises all the students of the University from the first year to the fifth year pursuing the B.A./B.Sc LL.B (Hons.) programme.

General Meeting- A General Meeting shall consist of all members of the Journal, including the Editor-in-Chief, the Board and the Associate Members.

Membership- A student is said to acquire membership of a journal if he/she is associated with such journal in an organisational or editorial or in any other active capacity, as shall be determined by the Board.

Open Access- The Journal shall be available for open access to the public on its official website.

Patron- A Patron shall be an eminent legal personality who has been invited to be a part of the Advisory Council of the Journal and has consented thereto.

Patron-in-Chief- The incumbent Vice Chancellor of the University shall be the Patron- in-Chief of the Journal.

Quorum- The quorum requirement for any meeting of the Board shall be four Editors present and voting.

Supervising Editor- Each Editor shall assume the role of a Supervising Editor to oversee the work of two Associate Members (Grade A), each of whom shall have two Associate Members (Grade B) working under them.

Article II: Composition

A. Editor-in-Chief

The present Editor-in-Chief Professor Dr. Mahendra Pal Singh shall occupy the position of the Editor-in-Chief at his pleasure indefinitely. A change in the aforesaid position will only occur in the event of his death, incapacitation or resignation. The ultimate decision as to which student and professional submissions are in publishable form and when such pieces should be published shall be made by the Editor-in-Chief, in consultation with the Board. Any of the functions of the Editor-in-Chief may be delegated to any Editor as the Editor-in-Chief deems appropriate.

Should the Editor-in-Chief resign, the sole authority to select a successor vests with him. If due to unavoidable circumstances, the Editor-in-Chief is not able to exercise this power, the same shall be the responsibility of the Board.

B. Board of Editors

The Board of Editors of the Journal shall comprise of six Editors selected from the pool of Associate Members (Grade A) of the preceding academic year.

C. Duties and Powers of Editors

The Editors shall:

- a. be responsible for all stages of publication, including the solicitation and distribution of articles for peer review and formatting of articles for print-ready submission to the printer;
- b. coordinate and direct the mechanical/manual preparation of all publications and communicate directly with the printer to this end;
- c. manage accounts and business relations with the printer in consultation with the Editor-in-Chief;

- d. maintain communication with the Associate Members to ensure that all publication deadlines are met and oversee the editing process;
- e. be accountable directly to the Editor-in-Chief and be responsible for such other duties as the Editor-in-Chief may direct.

D. Advisory Council

- a. There shall be an Advisory Council for the Journal comprising the following:
 - i. A Patron-in-Chief, who shall be the incumbent Vice Chancellor of the University.
 - ii. Patrons, who shall be eminent legal luminaries and scholars, invited to be on the Advisory Council by the Editor-in-Chief or the Board, and
 - iii. Five other members to be selected by the Editor-in-Chief for a term of two years from amongst those who have previously served on the Board.
- b. Role of the Advisory Council – The Advisory Council shall advise the Board regarding all matters concerning the Journal, whether financial, administrative or academic in nature. The Board shall solicit the advice of the Advisory Council on any matter that the Board considers necessary. The Board shall give due consideration to such advice but shall not be bound by it.

E. Other Officers

The Board may constitute any other offices and appoint officer(s) to such offices. The duties and powers of any such officer(s) shall be determined by it.

Article III: Associate Members

A. Associate Members

For each academic year, the Board shall select twelve Associate Members (Grade A) and twenty four Associate Members (Grade B). Membership of any other journal operating in the University by an Associate Member (Grade A) at the time of selection would operate as an automatic ground for disqualification, until and unless the concerned Associate Member discontinues his/her tenure with such other journal. Once selected, if any Associate Member (Grade A) attains membership of any other journal operating in the University, he/she shall stand disqualified from the Journal.

B. Functioning of the Associate Members

1. The Associate Members shall be divided into groups by the Board, each group consisting of an Associate Member (Grade A) and two Associate Members (Grade B) (“**Group**”). The Board shall designate each Editor as the Supervising Editor of any two Groups.
2. Each Group shall be required to write two publishable articles in an academic year. Each of these articles shall be co-authored by the Associate Member (Grade A) and one of the Associate Members (Grade B) in the Group.

3. Each Group shall, in consultation with its respective Supervising Editor, decide on a specific article under a broader theme.
4. The Board may prescribe specific dates by which the Groups shall submit the articles assigned to them. The Board shall have the power to prescribe different submission dates for different groups and no extension, condonation or relaxation in this regard granted to one Group shall be construed as an extension, condonation or relaxation to any other Group.
5. After submission of the final article, the article will be put through the standard editorial process for selection or rejection. It is clarified that the submission of an article by a Group does not guarantee its publication in the Journal.

C. Duties of Associate Members (Grade A):

1. Writing of two articles and other pieces for publication, under the supervision of the Board;
2. Checking citations and other editorial tasks for articles submitted to the Journal by Associate Members and external contributors;
3. Attending meetings of the Board when directed to do so;
4. Completing any other duties of an administrative or financial nature relating to the publication of the Journal as may be assigned by the Editor-in-Chief or the Board;
5. Mentoring and training the Associate Members (Grade B) in academic, editorial, financial, administrative or any other tasks related to the Journal;
6. Any other duties as may be specified by the Editor-in-Chief or the Board.

D. Duties of Associate Members (Grade B):

1. Writing of at least one article and other pieces for publication, under the supervision of the Board;
2. Checking citations in articles submitted to the Journal by Associate Members or external contributors;
3. Attending meetings of the Board when directed to do so;
4. Completing any other duties of an administrative or financial nature relating to the publication of the Journal as may be assigned by the Editor-in-Chief or the Board;
5. Assisting the Associate Members (Grade A) in activities that are intrinsic to the functioning of the Journal such as despatch, accounts, editing and any other such activity as determined by the Editor-in-Chief or the Board;
6. Any other duties as specified by the Editor-in-Chief or the Board or any Associate Member (Grade A).

Article IV: Meeting Requirements

A. Board of Editors

1. The Board shall meet fortnightly and at such times as the Editor-in-Chief directs in accordance to the prescribed quorum. In each matter where a vote is required at a meeting, each Editor shall have one vote. A majority vote of the Editors present and voting shall be required for any action or item of business unless otherwise provided for. The Editor-in-Chief may veto any action or decision of the Board.

2. Notwithstanding anything contained in Clause 1, the Editor-in-Chief or any three Editors may call a meeting, by giving twenty-four hours notice to all members of the Board.
3. Notwithstanding anything contained in Clauses 1 and 2, a meeting may also be convened on the direction of any of the Editors on a specific matter, if at least two other Editors notify the Board that the matter requires urgent consideration.

B. General Meetings

A General Meeting of the Journal shall be held at least once every academic year

Article V: Open Access Journal

The Journal shall be an Open Access journal until the Editor-in-Chief, in consultation with the Board, decides otherwise.

Article VI: Power of Review and Periodic Appraisals

- A. There shall be a periodic appraisal of the performance of individual Editors by the Editor-in-Chief.
- B. Should there be a case of negligence or misconduct by an Editor; he/she may be served with a show-cause notice by the Editor-in-Chief.

Article VII: Final Authority to vest with the Editor-in-chief

- A. The decision of the Editor-in-Chief taken in consultation with the Board shall be final.
- B. The Board shall be bound only by the decision of the Editor-in-Chief.

Article VIII: Amendment

An amendment of this Constitution may be proposed by the Editor-in-Chief or any Editor, for the consideration of the Board. Such an amendment shall be made only by the common consensus of the Editor-in-Chief and the Board.

Date.....

Signature.....

Professor Dr. M.P.Singh

(Editor – in – Chief)