

**Karesi
Journal of Architecture
Scientific Advisory Board Membership
Terms of Agreement**

The acceptance of the following terms and conditions confirms your appointment as a member on the Scientific Advisory Board of the Karesi Journal of Architecture.

The roles and responsibilities of the Scientific Advisory Board Members are listed below:

- Your appointment is initially for three (3) years, from the date this Agreement is signed, and may be renewed for up to three (3) additional years if both parties are content to continue the membership.
- The role as a Scientific Advisory Board Member is an honorary one and no payment is offered for completion of the responsibilities of the Scientific Advisory Board Members.
- The Editorial Board Members are optional to conduct at least two (2) reviews a year. Reviews are to be completed within 30 calendar days of the review request, and in the format required by relevant index.
- The Scientific Advisory Board Members are expected to promote the journal where possible and provide input and direction to further build and develop the journal.
- They advise on journal policy and scope.
- They identify topics for special issues, which they may guest edit.
- They attract new authors and submissions.
- They promote the journal to their colleagues and peers.
- They assist the editor(s) in decision making over issues such as plagiarism claims and submissions where reviewers can't agree on a decision.

You are expected to complete terms as stated in this agreement, however circumstances could result in early termination. This agreement may be terminated at any time based on following conditions:

- 1) By your written notice twelve (12) months prior to termination.
- 2) By mutual agreement between you and the Journal Committee with less than twelve (12) months' notice.
- 3) By the journal committee, with written notice of twelve (12) months' notice, unless:
 - a) You fail to satisfactorily perform your duties.
 - b) The financial status of the journal changes.
 - c) The journal is forced to dissolve.

By signing this letter, I agree to be on the Scientific Advisory Board of the journal and abide by the conditions outlined above. I also agree my name to be displayed at the members' list of the Scientific Advisory Board, as Scientific Advisory Board Member, and on the editorial page of each issue of the journal, as well as on the journal website.

Name:..... Signature:..... Date:.....