

**New Visions for Public Affairs**  
**By-Laws**

- I. Background
  - a. Name: The name of this organization shall be “New Visions for Public Affairs” (hereinafter referred to as “NVPA”).
  - b. Affiliation: NVPA is affiliated with the School of Public Policy and Administration at the University of Delaware.
- II. Function and Responsibilities
  - a. NVPA is a student-run organization that publishes a scholarly journal entitled “New Visions for Public Affairs.” The journal will consist of articles and other written works by students in the School of Public Policy and Administration at the University of Delaware and by students in other schools and departments at the University of Delaware.
  - b. NVPA shall publish one volume of “New Visions for Public Affairs” online every academic year in accordance with a publication calendar.
  - c. NVPA shall host an annual research symposium featuring the student articles and other works selected for publication.
  - d. NVPA shall maintain a website on which all volumes are published and that otherwise provides relevant information about NVPA to the public.
- III. NVPA Staff
  - a. Membership
    - i. The NVPA staff will consist of graduate students in the School of Public Policy and Administration.
    - ii. NVPA staff will be selected by existing staff members in the Fall of each academic year. To the extent necessary, staff can be selected at other times during the academic year. The staff selection process will be determined by the Executive Director in consultation with the other existing members of the NVPA staff.
    - iii. Membership is voluntary.
  - b. Positions
    - i. The NVPA staff will consist of one Executive Director, one Editor-in-Chief, and Editors.
    - ii. All staff members, regardless of position, are expected to conduct themselves in a professional manner whenever conducting any business that is associated with NVPA.
    - iii. Position Selection
      - 1. The positions of Executive Director and Editor-in-Chief will be selected by existing NVPA staff in the Spring of each academic year for service in the following academic year.
      - 2. Any staff member can nominate any graduate students in the School of Public Policy and Administration for these positions.
      - 3. Nominated students will be selected for the positions through a simple majority vote.
  - c. Responsibilities
    - i. Executive Director: The Executive Director is the chief executive of NVPA and shall be responsible for:
      - 1. Overseeing staff recruitment and selection;

2. Calling and leading all meetings of NVPA;
  3. Establishing the publication calendar;
  4. Organizing the annual research symposium;
  5. Serving as the primary liaison between NVPA staff and the Faculty Advisory Board, except as indicated under the responsibilities of the Editor-in-Chief;
  6. Serving as the primary liaison between NVPA and all outside organizations and individuals, except as indicated under the responsibilities of the Editor-in-Chief;
  7. Otherwise overseeing the performance of all NVPA functions; and
  8. Otherwise supporting NVPA.
- ii. Editor-in-Chief: The Editor-in-Chief is the chief editorial staff member and shall be responsible for:
    1. Overseeing the editorial process of the NVPA, including:
      - a. the recruitment of student articles and other written works for publication;
      - b. the selection of student articles and other written works for publication, and
      - c. the editing and otherwise preparing the student articles and other written work for publication;
    2. Serving as the primary liaison between NVPA staff and the Faculty Advisory Board regarding the student articles and other written works selected for publication;
    3. Serving as the primary liaison between NVPA and authors of the student articles and other written works submitted for publication;
    4. Attending and actively participating in all meetings, if at all possible; and
    5. Otherwise supporting NVPA.
  - iii. Editors: Editors are all staff members other than the Executive Director and the Editor-in-Chief and shall be responsible for:
    1. Contributing to the recruitment, selection, editing, and other preparation of student articles and other written works for publication;
    2. Contributing to planning and hosting of the annual research symposium;
    3. Contributing to the selection and recruitment of new staff members;
    4. Attending and actively participating in all meetings, if at all possible; and
    5. Otherwise supporting NVPA.
- d. Loss of Staff Membership
    - i. For good cause, any NVPA staff member can lose his/her staff membership if the post is voluntarily vacated or if 75% of existing members vote affirmatively to revoke the staff membership.
    - ii. Such a vote must occur at a meeting called by the Executive Director attended by all active staff members.
- IV. Faculty Advisory Board
- a. At all times, a Faculty Advisory Board must be maintained.
  - b. The Faculty Advisory Board must consist of four faculty members of the School of Public Policy and Administration.

- c. Each Faculty Advisory Board member is selected by the NVPA staff membership and serves based on the mutual agreement of the NVPA staff and Faculty Advisory Board member.
- d. The responsibilities of the Faculty Advisory Board are:
  - i. To review and approve all articles and other works selected by the NVPA staff for publication;
  - ii. To provide editorial critique of all articles and other works selected by the NVPA staff for publication and provide it to the Editor-in-Chief for distribution to the article authors;
  - iii. To attend meetings with the NVPA staff, to the extent possible; and
  - iv. To otherwise provide advice, guidance, and support to NVPA.

V. Decision-Making

- a. Unless otherwise indicated herein, when any staff member deems it necessary, the staff shall make decisions through a simple majority vote of all staff members. Votes may occur in-person at meetings or remotely via email.
- b. All other decisions may be made by the Executive Director or Editor-in-Chief in consultation with NVPA staff members.

VI. Selection of Student Articles and Other Written Works for Publication

- a. The student articles and other written work featured in NVPA shall reflect the larger goal of the School of Public Policy and Administration: preparing graduates for exceptional service in professional and academic settings.
- b. Each student article or written work featured in the NVPA shall be related to public affairs generally and should offer a new perspective on the topic(s) upon which it focuses.
- c. In order to be considered for publication, student articles and other written works must abide by formatting standards established by the NVPA staff and published on the NVPA website.
- d. The NVPA staff selection process for student articles and other written works properly submitted for publication shall be determined by the Editor-in-Chief in consultation with the NVPA staff and in compliance with the NVPA publication schedule.
- e. To the extent possible, the selection process for student articles should resemble the selection process followed by other social science peer-reviewed journals, including:
  - i. Initial screening by the Editor-in-Chief to ensure that a submitted manuscript relates to public affairs generally and abides by the NVPA formatting standards.
  - ii. Blind review and critique by NVPA staff and Faculty board.
  - iii. A process for revisions by the authors based on the blind reviews and critiques.
  - iv. A process for re-review and final editing decisions for articles that are selected for publication and satisfactorily respond to the blind reviews and critiques.
- f. Following approval by NVPA staff, an article or other written work must receive the assent of at least three of the current Faculty Advisory Board Members to be qualified for publication.
- g. NVPA staff members may submit articles and other written works for publication, but, in consultation with the Executive Director and Editor-in-Chief, must address any conflicts of interest, including but not limited to removing any staff members

who have submitted from the review and determination of whether their articles will be selected.

VII. Amendment of the By-Laws

- a. Amendments to the by-laws can only be made by an affirmative vote of 75% of the current staff membership.
- b. Any staff member may request a meeting of the staff membership to amend the Bylaws.
- c. Prior notice of one week must be given to the staff membership that an amendment will be considered. Said notice must include providing a copy of the proposed amendment to all staff membership.