



***Humanity & Society: The Journal of the Association for Humanist Sociology***  
*Your home for critical humanist, activist scholarship*

### ***Humanity & Society* Special Issue Guidelines**

*Humanity & Society* welcomes proposals for special issues focused on themes of current significance that align with the journal's philosophy and values.

Special issues will feature 8-10 articles, including optional book reviews and pedagogy papers, clustered around a shared theme. Special issues with more than 10 papers will be considered with appropriate explanation. All special issue proposals should come from scholars who wish to serve as special issues editors.

Criteria for evaluation will include the significance and potential impact of the collected scholarship, innovation in subject matter or method, and collaborations that seek to include early-career scholars and members of groups underrepresented in the academy. Please see rubric below.

The number of Special Issues to be included in a year depends on Special Issue timeliness and other papers and projects in the queue. Timeline for proposed publication will be discussed with the Special Issue Editors upon acceptance.

### ***Humanity & Society* Special Issue Peer Review Process**

All submitted manuscripts will go through peer review, with reviewers chosen by special issue editors in consultation with *Humanity & Society* editors. The guest editor(s), in consultation with *H&S* Editors, will determine the acceptance of manuscripts for publication in the special issue.

*Humanity & Society* is committed to an open, peer review process that encourages dialogue. To that end, all authors and reviewers are *non-anonymous to one another*. In our view, non-anonymous reviewing does not diminish the rigor, integrity, and validity of the peer-review process. Rather, we believe it creates a more open and honest dialogue between authors and reviewers and leads to a more effective publication process.

### ***About Humanity and Society***

*Humanity & Society*, the official journal of the Association for Humanist Sociology features "humanist sociology," which is broadly defined as a sociology that views people not only as products of social forces but also as agents in their lives and the world. We publish activist-oriented, interdisciplinary public scholarship that directly applies a social justice lens. A social justice lens means work in any field that engages in how to advance movements and how to participate in our collective, social struggle for equity for all living entities.

## Directions for Submitting a Special Issue Proposal

To propose an idea for a special issue, we ask you to first send a brief abstract to the Special Issue Committee (noted below) for preliminary review to see if it fits the scope of the journal. If we agree that it does, we'll invite you to submit a formal proposal.

Special Issue Committee

Jason Williams, [Williamsjas@montclair.edu](mailto:Williamsjas@montclair.edu)

Emily Brissette, [ebrissette@bridgew.edu](mailto:ebrissette@bridgew.edu)

Megan Underhill, [munderhi@unca.edu](mailto:munderhi@unca.edu)

Please CC all communications to [humanityandsocietyjournal@gmail.com](mailto:humanityandsocietyjournal@gmail.com)

Formal proposals should be no more than 1500 words and should address the following:

\* Please see the evaluation rubric that the special issues committee will use to assess all proposals.

1. The theme of the special issue and a proposed title.
2. Why the theme is significant and important; be sure to assess its potential impact.
3. How the proposed special issue aligns with the values of *Humanity & Society* (see [Aims & Scope](#)).
4. Who will edit the special issue and their qualifications to do so.
5. Identify whether this will be an invitation-only or open call for papers.
6. If you already have a tentative list of contributors, please include names in the proposal. List of contributors should specifically acknowledge any efforts to recruit underrepresented and/or emerging scholars. \*While a list of potential contributors is not required, it is encouraged.

## Manuscript Submission Process for Special Issues

\*Note: You will be working outside the formal submission system:

- (1) Disseminate the call for proposals.
  - a. *Humanity & Society* can publish the call on the AHS website under the journal's page.
- (2) Receive submissions from authors & do internal review
- (3) Send manuscripts to reviewers
- (4) Follow up with reviewers as needed
- (5) Send decisions and feedback to authors
- (6) Follow up on decisions as needed
- (7) Send revised manuscripts to reviewers
- (8) Make final decisions
- (9) Create a table of contents with accepted manuscripts & send to editor
- (10) Instruct authors to submit to ScholarOne for acceptance

## Logistics of Completing Peer Review

1. Prepare a list of credible reviewers whose academic and scholarly philosophy aligns with the journal and the theme of the special issue.
2. Once you receive manuscripts from authors, begin sending them out for peer review to your chosen reviewers. \*We recommend a minimum of two reviews per manuscript and three reviews if possible.
3. Peer reviewers must send back their notes and the reviewed manuscript to the special editor. *ALL reviews must be non-anonymous.*
4. The special editor must confirm the reviews, and then send the manuscript with the reviews to the author(s).
5. Author will return the revised manuscript with corrections, and a response to the reviews to the special editor(s). The special editor will recommend publication (or not).

6. Papers recommended for publication will be emailed to the Editor in Chief for final approval. Email: [humanityandsocietyjournal@gmail.com](mailto:humanityandsocietyjournal@gmail.com)
7. Upon final approval, the special editor(s) will instruct the author(s) to upload their manuscript into ScholarOne to enter the production process.

#### GENERAL RUBRIC FOR ASSESSING SPECIAL ISSUES

	Limited	Average	Good	Excellent
<i>H&amp;S</i> Mission	SI does not engage with social justice themes	SI is generally concerned with social justice themes	SI integrates some social justice themes	SI advances a strong social justice theme
Impact (Including Innovation and Timeliness)	SI theme adds to a research area	SI theme is not time sensitive, expands research in an area, and has a special audience	SI theme is somewhat time sensitive, takes a new angle, and has a large audience	SI theme is time sensitive, takes an innovative approach, and has a wide audience
Inclusion of Underrepresented scholars	SI does not address inclusion of underrepresented scholars	SI will include some authors who are members of underrepresented groups	SI Editor(s) or contributors are members of underrepresented groups	SI Editor(s) are members of underrepresented groups and address inclusion of underrepresented scholars in the proposal
Editor(s) Qualifications in the Field and/or List of Potential Contributors	SI has limited information on the background of editor(s) or potential contributors	SI will include some authors who are known in the field or are emerging scholars	Editor(s) or potential contributors have published in the area or are emerging scholars	Editor(s) are highly regarded specialists in the SI theme and some of potential contributors are specialists or emerging scholars

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