



**DEPARTMENT SERIES REGULATION**  
***SCRITTI DI STORIA, HISTORICAL WRITINGS, ÉCRITS D'HISTOIRE***

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**Art. 1 - Establishment of the Series**

1. The Series *Scritti di storia, Historical Writings, Écrits d'histoire* edited by the Department of Historical Studies of the University of Milan (hereinafter Department) is established.

**Art. 2 - Direction**

1. The Direction of the Series is entrusted to the pro-tempore Dean of the Department.

**Art. 3 - Scientific Committee**

1. The Scientific Committee of the Series is composed of the Dean, at least 5 professors of the Department, plus at least 6 professors of outstanding international reputation chosen in Italy as well as abroad.

**Art. 4 - Responsibilities of the Scientific Committee**

The Dean convenes the Scientific Committee at least once a year, even online, to outline the editorial plan and schedule its implementation. The Chairman of the Scientific Committee is the Series Editor.

1. At each meeting, the Scientific Committee shall appoint a secretary, who shall record the decisions made.

**Art. 5 - Editorial Committee**

1. The Editorial Committee, headed by a professor of the Department belonging to the Scientific Committee, is composed of at least 9 representatives of the various components of the Department (full, associate and aggregate professors, fixed-term researchers, fellows and doctoral students).
2. The Editorial Committee shall appoint from among its members a Series Secretary, who shall record the minutes of its meetings.

**Art. 6 - Responsibilities of the Editorial Committee**

1. The Editorial Committee, which meets at least twice a year, is entrusted with the following tasks:
  - a. to oversee the implementation of the editorial plan developed by the Scientific Committee;
  - b. to handle relations with the Editor;
  - c. to ensure compliance with the provisions of these Regulations;
  - d. to follow up on all decisions of the Scientific Committee to ensure adherence to the Series plan.

**Art. 7 - Characteristics of the Series**

1. The Series *Scritti di storia, Historical Writings, Écrits d'histoire* publishes works on history from ancient to contemporary times that represent a significant contribution to the scientific debate in the field of historical studies.
2. The Series is developed around three subseries, listed below:
  - a. The basic subseries, simply referred to by the general name of the Series, *Scritti di Storia, Historical Writings, Écrits d'histoire*, without further subtitles, which contains monographs and collections of essays, based on original research and unpublished documentation, that involve a significant advance in disciplinary

knowledge. These works are subjected to double blind peer review in the manner outlined below in Articles 10 and 12.

- b. The *Classics of Research* series, dedicated to the rediscovery and reprinting of works that arose within the Department and are significant examples of its specific scholarly tradition. In all these cases the works must be introduced by an introduction by a member of the Department or other specialist of the field. Both the re-printed work and the introductory essay are subject to internal evaluation and approval by the Scientific Committee.
  - c. The series *Beyond the Boundaries* will be devoted to translations of contemporary works or classics of historiography never brought into Italian, accompanied by an introduction by a member of the Department or other specialist of the field. Both the translated work and the introductory essay are subject to internal evaluation and approval by the Scientific Committee
3. Additional subseries within the series may be activated upon the formal request of at least two members of the Scientific Committee or the Director of the Series. Said request, accompanied by the Regulations of the new series, shall be submitted to a vote at the first possible meeting of the Scientific Committee. An absolute majority of the members of the Scientific Committee is required for its approval.
  4. The Regulations of any newly activated subseries shall be aggregated as addenda to these Regulations.

#### **Art. 8 - Submissions to the Series**

1. Members of the Department, as well as those who are adjunct professors in the Department's courses of study, and those who carry out or have carried out research activities in the Department in the capacity of doctoral students and postdoctoral fellows, may submit their work for publication under Art. 7, paragraph 2-a.
2. Scholars not related to the Department may also submit papers for publication under Article 7, Paragraph 2-a at the invitation of the permanent faculty of the Department or at the proposal of the members of the Scientific Committee of the Series.
3. Upon written submission of at least two members of the Scientific Committee, works referred to in paragraphs 2-b and 2-c of Article 7 may be considered.

#### **Art. 9 – Address for submission**

1. Requests for publications should be submitted to the Dean's Office of the Department in digital format (scrittistoria@unimi.it).

#### **Art. 10 - Evaluation of publications**

1. The Scientific Committee shall meet periodically to evaluate the works received.
2. The Editorial Board identifies within the disciplinary field of the submitted work two referees, chosen because of their recognized scientific quality and expertise in the relevant field.
3. The referees receive an anonymous copy of the work and a standard form on which the details of the evaluation are recorded, to be returned within two months.
4. The referees use a predetermined form (Appendix A to these regulations), making substantive judgments according to the following categories:
  - a. Is the topic of interest to potential readers of the Series?
  - b. Can the monograph be said to be original or otherwise relevant?
  - c. Are the arguments presented coherent and well-developed, regardless of whether they may or may not be endorsed?
  - d. Does it pay critical attention to the historical development of scientific concepts and literature on the subject, does it take into account various points of view, even if different or opposed to those of the author, is it up to date with the most recent literature?
  - e. Is it syntactically-grammatically correct, easily understandable and a pleasant read?

They can then make an overall summary judgment according to the following formulas:

- a. the work is accepted without revision;
- b. the work is accepted, provided that the author revises it in certain designated aspects;
- c. the work is rejected, but a revision and resubmission is encouraged;

d. the work is rejected without appeal.

They may finally argue through a more analytical overall judgment (maximum 2,000 characters) the reasons for their assessment.

5. On the basis of the collected judgments, the Scientific Committee expresses its opinion regarding publication. In the case of discordant opinions by the referees, the work is considered accepted if a simple majority of the Scientific Committee expresses a positive opinion. In any case, the Scientific Committee reserves the ability to approve or not approve the publication.
6. Starting from the third year, a list of the referees who have collaborated is published on the website of the series.

**Art. 11 - Conditions for Authors**

1. Publication in the Series implies the Authors' acceptance of the rules stipulated in the Editorial Agreement.
2. Any changes to the Editorial Contract must be agreed upon between Author and Publisher, subject to the consent of the Editorial Board; such changes will take effect exclusively for the individual publication concerned.
3. Upon acceptance of their work for publication, Authors shall receive a copy of the Editing Guidelines to which they must adhere for the final drafting of the text to be delivered to the Publisher within the stipulated time.

**Art. 12 - Publicity of the refereeing procedure**

1. The colophon of the works referred to in Art. 7, Paragraph 2-a must be printed with the following wording: "This work has been successfully double-blind reviewed."

**Art. 13 - Funding of the Series**

1. The Department, upon formulation of the editorial plan by the Scientific Committee, shall establish the different lines of funding for each individual publication on the basis of what is allocated in the annual budget for the item in question.

**Art. 14 - Transitional and final provisions**

1. The requirements of Articles 4, 5 and 6 of these Regulations may be waived in part or entirely during the first year of the series.
2. The organs and authors of the Series operate in harmony with and in compliance with the Code of Ethics issued by the University of Milan.
3. These Regulations and any addenda are to be considered in force until any revision thereof by the Departmental Council. Any amendment to be approved requires an absolute majority of the members of the Department Council, subject to the provisions of Article 7, paragraphs 3 and 4 of these Regulations.