

# Combinatorial Theory Constitution

## 1. Mission Statement

*Combinatorial Theory* (henceforth “the Journal”) is a journal run for and by mathematicians. It is committed to an inclusive view of the vibrant worldwide community in Combinatorics.

*Aims and Scope:* The Journal seeks to publish high-quality papers that advance understanding of discrete structures exhibiting a high degree of combinatorial complexity. It welcomes submissions that represent substantial advances in the fields of Additive, Algebraic, Analytic, Enumerative, Extremal, Geometric, Infinitary, Probabilistic, and Topological Combinatorics, as well as theoretical aspects of their applications to other areas of mathematics and the sciences. It also welcomes high-quality submissions in these areas that organize, clarify, and simplify existing bodies of work.

The Journal is owned by mathematicians who believe in the importance of unfettered access to research. As such, it is a Diamond Open Access publication, with no fees for authors or readers. Copyright of published articles is retained by the existing copyright holder. The Journal may require that copyright holders accede to a license agreement. Articles accepted for publication shall be permanently accessible for free on the internet, without the need for registration.

## 2. Ownership and Governance Structure

### 2.1 Ownership.

The Journal and its title are owned by its Editorial Board. This Editorial Board consists of the current Managing (Back-end and Front-end), Handling and Advisory Editors of the Journal. Neither the Editorial Board, nor any individual member of it, can transfer (their share of) ownership of the Journal title to a third party.

### 2.2 Steering Committee.

The Editorial Board shall elect a Steering Committee, consisting of five members. It shall include at least one member each from among the Handling Editors, the Advisory Editors, the Front-end Managing Editors and the Back-end Managing Editors. This Steering Committee shall be responsible for making strategic decisions necessary to implement the Journal’s mission. Members of the Steering Committee shall be elected for 3 year terms. No person can be a member of the Steering Committee for more than three terms total, with the third term requiring stronger approval from the Editorial Board than the first two terms, as is detailed in 4.3(b).

### 2.3 Composition of the Editorial Board.

2.3.1 The Editorial Board represents the global community of Combinatorics. It shall strive for a composition representative of research areas within the scope of the Journal, and for a balanced geographic and demographic distribution.

2.3.2 All Editorial Board members serve 3-year terms, which are renewable upon approval of the Steering Committee. The initial terms are staggered, as described in the Appendix.

When an Editorial Board member joins the Steering Committee, their 3-year term resets. When a Steering Committee member is up for renewal, they may ask either to be considered for renewal only as an Editorial Board member, or both as a member of the Editorial Board and as a member of the Steering Committee. In either case, the discussion on approval of renewal in one or both roles shall be conducted privately by the remainder of the Steering Committee, without the presence and participation of the member up for renewal.

2.3.3 Members of the Editorial Board can resign at any time, but are encouraged to give several months' notice to the Steering Committee. When vacancies on the Editorial Board occur or if there is a need to add editors to the Board, the Steering Committee may decide whether to search for new Editorial Board members, and may at any time appoint an *ad hoc* Search Committee to aid that process.

2.3.4 During the annual General Meeting mentioned in Article 3 below, the Steering Committee may put forward a proposal for additional Handling Editors and Advisory Editors, to be voted on by the Editorial Board. The vote shall normally be held following the Annual Meeting, as described in Section 4. At other times, the Steering Committee may also search for new editors and call for a vote of approval, again as described in Section 4.

2.3.5 When vacancies arise on the Steering Committee, the Chair of the Steering Committee will inform the Editorial Board within one week of the vacancy, and invite nominations to the position from the Editorial Board. The nomination period shall be no shorter than two weeks. The Steering Committee shall ensure that there is at least one nomination to the position, and may at any time appoint an *ad hoc* Search Committee to aid that process. At the end of the nomination process the Steering Committee shall hold an election for the position by the Editorial Board as specified in Section 4.

#### *2.4 Responsibilities of Editorial Board members.*

2.4.1 For all Editorial Board members, responsibilities include encouraging strong submissions to the Journal from the most diverse pool of authors possible, bringing proposals for policy changes to the Steering Committee, participating in votes called by the Steering Committee and serving on *ad hoc* committees as called by the Steering Committee. Additional specific responsibilities are as follows.

2.4.2 For Managing Editors, responsibilities include communication with service providers for the Journal's editorial platform and for its web servers.

2.4.2.1 A Front-end Editor is a Managing Editor responsible for the distribution of the submissions to the Handling Editors, and for communicating with authors during the early stages of the review process.

2.4.2.2 A Back-end Editor is a Managing Editor responsible for managing the production process for papers that have been accepted by the Handling Editors.

2.4.3 For Handling Editors, responsibilities include handling all aspects of the refereeing process for papers to which they are assigned: communicating with authors and referees as necessary, recommending acceptances, revisions, and rejections, and sending out such

acceptances and rejections after voting and discussion by the Handling Editors. Handling Editors are also expected to participate in such votes and discussions on recommendations of their fellow Handling Editors.

2.4.4 For Advisory Editors, responsibilities include providing opinions on submission and suggestions for referees to Handling Editors when consulted.

2.4.5 The Steering Committee is responsible for making strategic decisions necessary to implement the Journal's mission. This Steering Committee is expected to consult the members of the Editorial Board when undertaking major decisions that affect the Journal. The Steering Committee may act on behalf of the Journal in relation to third parties, and shall report to the Editorial Board on any commitments taken on behalf of the Journal. To facilitate the business of the Journal, the Steering Committee may appoint *ad hoc* committees at any time, such as Search Committees to recommend candidates for positions to be vacated.

### 2.5 *Making contracts.*

The Editorial Board may choose to engage the services of third parties (including those of a publisher and/or sponsoring organizations) to publish and disseminate the Journal, raise funds on behalf of the Journal, arrange contracts with and pay service providers for the Journal, and manage other technical aspects of the Journal. Any contracts undertaken by the Journal require the approval of all members of the Steering Committee and the signature of at least two members of the Steering Committee.

### 2.6 *Termination.*

The Editorial Board has the right to terminate the office of any of its members or the term of a Steering Committee member at any time. The termination is initiated by a proposal made by the Steering Committee or by any group of at least three members of the Editorial Board. The proposal is voted on by the current members of the Editorial Board, as described in Section 4.

## **3. Meetings**

3.1 The Steering Committee shall hold a Business Meeting in the month of December for the purpose of reviewing the editorial board membership, raising issues with the Journal's workflow, policies and constitution, and setting the agenda for the annual General Meeting of the Editorial Board. In addition, the Steering Committee will ensure that there are nominations for all elected positions that are to be held in the upcoming year. At least one week prior to the upcoming Business Meeting, the Steering Committee shall inform the Editorial Board of all open positions, including potential additions to the Board, and encourage nominations for these positions. To facilitate such nominations, they may appoint an *ad hoc* nominating committee.

3.2 The Steering Committee shall convene annually a General Meeting of the Editorial Board at some point during or near the month of January. This shall include a synchronous portion

and any combination of email, videoconference, electronic discussion boards or other means. Any group of five or more members of the Editorial Board can initiate such a meeting at other times.

3.3 The Steering Committee shall designate one of its members as its current Chair. The Chair is responsible for calling and presiding over the December Business Meeting and the General Meeting. The Chair shall circulate to the Editorial Board an agenda for the General Meeting at least two weeks in advance. Minutes for the General Meeting shall be recorded either by the Chair, or by another member of the Steering Committee whom they designate.

3.4 The purpose of this annual General Meeting shall be to deal with any business before the Editorial Board, including discussion prior to votes on elected positions, amendments to the constitution, policy proposals, and addressing concerns and questions raised by its members. Additionally, this meeting shall include a report from the Chair on the financial status of the Journal, reports from the Managing Editors on issues surrounding the Journal's policies, workflow, including statistics on papers submitted and accepted, backlog, and issues of concern with service providers to the Journal.

#### **4. Voting procedures**

4.1 The procedure for conducting a formal vote at a General Meeting is as follows. This procedure shall be followed for votes mandated by this Constitution including significant policy changes, and for other substantial matters that a General Meeting decides to put to a formal vote.

(a) The meeting chairperson circulates the motions. Every motion needs to be seconded.

(b) Voting on motions may be carried out concurrently, unless motions are deemed dependent. An objection from an Editorial Board member that is seconded suffices for motions to be deemed dependent. In the case of dependent motions, the meeting chairperson circulates voting orders until one receives majority support from those members of the Editorial Board that are voting.

(c) After at least one week, allowed for discussion, the voting is opened.

(d) During the voting period, the Steering Committee Chair shall send an electronic reminder two days before the end of the minimum period and at least once per week thereafter. Failure of the Chair to send such a reminder will not invalidate the vote, but will extend the voting period by two further days. The Steering Committee shall designate someone without a conflict of interest or undue bias to conduct an anonymous vote. This person shall normally be one of the members of the Steering Committee.

(e) Voting closes when both one additional week has passed and more than half of the members of the Editorial Board have voted (at least two thirds in the case of the votes on terminations of Editorial Board members, on new members of the Steering Committee, and on amendments to the constitution), with an absolute limit of a three week voting period.

4.2. The procedure for voting on new Steering Committee members shall be augmented as follows. This procedure must be followed even if a candidate is running unopposed.

(a) After the discussion period, the meeting Chair or a designate will coordinate a confidential election of the candidates whose nominations have not been withdrawn.

(b) All members of the Editorial Board apart from the candidate and members with a personal conflict of interest may participate in the discussion and the voting. The discussion and the results of the voting are strictly confidential among those authorized to participate. At the conclusion of the vote, the vote tally shall be announced to the Editorial Board. The details of the discussion and the vote, apart from the motion and its voting outcome, are not part of the permanent record of the Journal. Appropriate safeguards against accidental disclosure are the responsibility of each participant. The meeting Chair shall remind all participants of this rule at the beginning of each confidential discussion. Each candidate shall be informed of these confidentiality rules in advance of any discussion of the candidate.

(c) If a General Meeting initially fails to elect Steering Committee officers as required, the meeting Chair may extend the meeting to allow additional candidates to be identified.

4.3. The outcome of a vote is determined as follows.

(a) In the case of a motion to amend the Constitution or for termination of an Editorial Board member, an affirmative vote of at least two thirds of the current Editorial Board is required.

(b) In the case of elections of Steering Committee members or new Editorial Board members, two thirds of the non-abstaining votes cast are required to elect a candidate (resp. four fifths in the case of the election of a member of the Steering Committee running unopposed for a third term). If no candidate receives two thirds (resp. four fifths) of the votes cast, the candidate receiving the fewest votes is eliminated and a new vote is held. In the case of a tie one of the candidates will be eliminated by random selection. If no candidate receives two thirds of the votes cast before all candidates are eliminated, no candidate has been elected.

(c) If the vote is a binary choice other than (a) or (b), such as policy changes or changing the editorial role of an existing member of the Editorial Board, the affirmative vote of a majority of the non-abstaining votes cast is required in order for a motion to pass. The Chair of the Steering Committee casts the deciding vote in the event of a tie.

(d) For other votes, the procedure for determining the outcome shall be decided at the meeting before the vote is held.

4.4. Votes for removal of a member from office, and for electing candidates to office, shall be carried out by a method anonymous to members. Such a method might be, but is not restricted to, an electronic voting system, or appointment of an uninvolved editorial board member who collects votes but reports only the tallied counts.

## 5. Amendments to the Constitution

5.1 The Constitution may be amended by a proposal which is voted on by the Editorial Board. Proposals for amending the constitution are normally made by the Steering Committee, however a group of at least three members of the Editorial Board wishing to propose a constitutional amendment may present it to the Steering Committee.

5.2 There shall follow a discussion between the proposers, the Steering Committee, and anyone else whom the Steering Committee invites into the discussion. Before the conclusion of this discussion, either

- (a) a joint proposal by the proposers and the Steering Committee is drafted, or
- (b) the Steering Committee may add its own opinion regarding the proposal and present it to the proposers, or
- (c) the proposal is withdrawn by the proposers.

5.3 In case 5.2(a), the joint proposal, and in case 5.2(b), the annotated proposal is circulated to the Editorial Board. After a further discussion by the Editorial Board, the Steering Committee will conduct a vote within 30 days unless the proposers accept a longer period. The manner that the vote is held is specified in Section 4.

### Appendix A:

**Inaugural Editorial Board,  
Publisher,  
Sponsoring Organization  
Service Providers,  
License Agreement**

**A1. Inaugural Editorial Board.** At the time of the approval of this constitution, the Editorial Board of the Journal contains the following members, along with their initial year for renewal.

The initial terms of these board members will be ending on December 31, 2023 + their position in this list mod 3 (remainder 0,1,2).

#### Managing Editors

1. [Matthias Beck](#), San Francisco State University, San Francisco CA, USA
2. [Vincent Pilaud](#), École Polytechnique, Palaiseau, France
3. [Viviane Pons](#), Université Paris-Saclay, Orsay, France
4. [Josephine Yu](#), Georgia Institute of Technology, Atlanta GA, USA

#### Handling Editors

5. [John Bamberg](#), University of Western Australia, Perth, Australia
6. [Hélène Barcelo](#), Mathematical Sciences Research Institute, Berkeley CA, USA
7. [Boris Bukh](#), Carnegie-Mellon University, Pittsburgh PA, USA
8. [David Conlon](#), California Institute of Technology, Pasadena CA, USA

9. [Ise Fischer](#), Universität Wien, Vienna, Austria
10. [Mihyun Kang](#), Technische Universität Graz, Graz, Austria
11. [Jang Soo Kim](#), Sungkyunkwan University, Suwon, South Korea
12. [Matjaž Konvalinka](#), University of Ljubljana, Ljubljana, Slovenia
13. [Lionel Levine](#), Cornell University, Ithaca NY, USA
14. [Sarah Mason](#), Wake Forest University, Winston Salem NC, USA
15. [Marni Mishna](#), Simon Fraser University, Burnaby BC, Canada
16. [Alejandro Morales](#), University of Massachusetts, Amherst MA, USA
17. [Bernhard Mühlherr](#), Justus-Liebig-Universität, Giessen, Germany
18. [Eran Nevo](#), Hebrew University, Jerusalem, Israel.
19. [Giorgis Petridis](#), University of Georgia, Athens GA, USA
20. [Leonid Petrov](#), University of Virginia, Charlottesville VA, USA
21. [Victor Reiner](#), University of Minnesota, Minneapolis MN, USA
22. [Anne Schilling](#), University of California, Davis CA, USA
23. [Sophie Spirk](#), University of Waterloo, Waterloo, Canada
24. [Christian Stump](#), Ruhr-Universität Bochum, Bochum, Germany
25. [Ae Ja Yee](#), The Pennsylvania State University, University Park PA, USA
26. [Mike Zabrocki](#), York University, Toronto ON, Canada

#### Advisory Editors

27. [Federico Ardila](#), San Francisco State University, San Francisco CA, USA
28. [Mireille Bousquet-Mélou](#), Université de Bordeaux, Talence, France
29. [Jacob Fox](#), Stanford University, Stanford CA, USA
30. [Peter Frankl](#), Hungarian Academy of Sciences, Budapest, Hungary
31. [Timothy Gowers](#), University of Cambridge, Cambridge, UK
32. [June Huh](#), Princeton University, Princeton NJ, USA
33. [William M. Kantor](#), University of Oregon, Eugene OR, USA
34. [Peter Keevash](#), University of Oxford, Oxford, UK
35. [Christian Krattenthaler](#), Universität Wien, Vienna, Austria
36. [Daniela Kühn](#), University of Birmingham, Birmingham, UK
37. [Bernard Leclerc](#), Université de Caen, Caen, France
38. [Ezra Miller](#), Duke University, Durham NC, USA
39. [Dhruv Mubayi](#), University of Illinois at Chicago, Chicago IL, USA
40. [Andrew M. Odlyzko](#), University of Minnesota, Minneapolis MN, USA
41. [Gilles Schaeffer](#), École Polytechnique, Palaiseau, France
42. [Bernd Sturmfels](#), University of California, Berkeley CA, USA
43. [Jacques Verstraete](#), University of California, San Diego CA, USA
44. [Van H. Vu](#), Yale University, New Haven CT, USA
45. [S. Ole Warnaar](#), University of Queensland, Brisbane, Australia
46. [Volkmar Welker](#), Philipps-Universität Marburg, Marburg, Germany
47. [Lauren K. Williams](#), Harvard University, Cambridge MA, USA

The following Honorary Editors supported the Journal during its inauguration, but are not formally members of the Editorial Board:

- [Adriano Garsia](#), University of California, San Diego CA, USA  
[David Jackson](#), University of Waterloo, Waterloo ON, Canada  
[Gil Kalai](#), Hebrew University, Jerusalem, Israel

[Bruce Rothschild](#), University of California, Los Angeles CA, USA

[Richard Stanley](#), Massachusetts Institute of Technology, Cambridge MA, USA

[Richard M. Wilson](#), California Institute of Technology, Pasadena CA, USA

**A2. Publisher.** The Journal's Publisher is [eScholarship](#), a subsidiary of the California Digital Library, by virtue of a terms of service agreement signed in December 2020. That agreement has no ending date, but specifies that it may be terminated by either party with 60 days notice. The responsibilities of the publisher are described on the [rights and responsibilities page of eScholarship](#).

**A3 Sponsoring Organization.** The Journal also has a Sponsoring Organization, [The Combinatorics Consortium](#) (TCC). Its role is to raise funds and collect donations on behalf of the Journal, and use them to pay the Journal's Service Providers where required, as well as to make other payments deemed appropriate by the Steering Committee.

**A4. Service Providers.** As of January 1, 2022, the Journal's two service providers are [Mathematical Sciences Publishers](#) (MSP) for the Journal's editorial platform software EditFlow, and [eScholarship](#) for the Journal's computer servers.

**A5. License Agreement.** The Journal requires copyright holders of its articles to accede to a Creative Commons CC-BY license.

## **APPENDIX B: Procedure for Initial approvals**

**B1. The Constitution.** The document shall be approved following the voting procedure specified in Section 4.3 (a). The vote shall be arranged by the Constitution Drafting Committee.

**B2. The Steering Committee.** Nominations for the initial Steering Committee shall be initiated by the Constitution Drafting Committee once the Constitution is approved. The initial term of the Steering Committee members shall be until December 31, 2023 + their initial position in the list of editors in Appendix A1 mod 3 (remainder 0, 1, 2).

**B3. Agreements with third parties.** The terms of service agreement with the Publisher shall be considered approved with the approval of the constitution. A memorandum of understanding with the Sponsoring Organization shall be drafted by the Steering Committee after the election. This memorandum of understanding shall be approved following the procedures specified in section 4.3 (a).

**B4. Policies.** Once the Constitution is adopted, the previously adopted policies (Conflict of Interest and Doubly-Anonymous Refereeing) shall remain in force.

END CONSTITUTION

*This constitution was voted on by the Editorial Board of Combinatorial Theory and approved on September 24, 2022.*