September 29, 2022

Timothy P. Fong, PhD
Professor, Department of Ethnic Studies, California State University, Sacramento

Jocelyn Pacleb, PhD
Professor, Ethnic & Women's Studies Department, California State Polytechnic University, Pomona

Yvonne Kwan, PhD
Assistant Professor, Department of Sociology and Interdisciplinary Social Sciences, San Jose State University

Dear Dr. Fong, Dr. Pacleb, and Dr. Kwan,

I want to thank you all for accepting the invitation to serve as consulting guest editors for a special double issue on "Asian American Studies Now: Contemporary Opportunities and Challenges in Higher Education" for the *AAPI Nexus Journal, Spring 2024, Volume 21, No. 1-2*. Given your expertise and scholarly record, we are honored to work with you all.

The publication is a scholarly journal sponsored by UCLA's Asian American Studies Center. Our goal is publishing applied research articles that are relevant to the societal issues, problems and challenges facing Asian Americans and Pacific Islanders and the field of Asian American Studies. As with most rigorous academic journals, *Nexus* uses blind peer review to maintain the quality of published research-based articles. The journal also publishes papers by community leaders and leading professionals. We publish roughly a third of all submissions. We do special issues focusing on major themes, and in the past, we have published volumes focusing on community development, civil rights, health, employment, and youth facing risks. You can find additional information at http://www.aasc.ucla.edu/aascpress/nexuscollection.htm.

It usually takes a year or so to move from conception to publication, depending on the rate of progress. Our goal is to have ten to fourteen articles published and as evenly divided into three types of paper categories: Practitioner's Essay, Research Articles, and Resource Papers.

REVIEW PROCESS

As an overview, we have two different processes for (1) Research articles, and (2) Practitioner's essays and Resources papers.

(1) **Research articles:** If the guest editor & senior editor decide a manuscript is a good fit with the special issue, the editors then suggest two external reviewers. We give the reviewers approximately 30 days to review the papers and provide comments about whether the paper requires further revisions. They are required to fill out an evaluation form, attached for your reference.

Afterwards, we send the reviewers' comments to the authors along with an initial review letter. The authors have 2-3 weeks to revise. After receiving the revised paper, the editors decide if it is ready for copyediting or requires more revisions before it can be conditionally accepted. In some cases, we might send the revised paper back to the reviewers for a second review to ensure the authors addressed their major concerns.

(2) **Practitioner's essays and Resource papers:** For both of these types of papers, the editors will review the manuscripts underline internally and decide which papers are a good fit. The editors review for overall content, structure of paper, and suggest areas for improvement to the authors. These can be tracked as changes with the review tool in MS Office or by written directly on the paper. Afterwards, we send the editors' comments to the authors along with an initial review letter. The authors have 2-3 weeks to revise. After receiving the revised paper, the editors decide if it is ready for copyediting or requires more revisions before it can be conditionally accepted.

The Nexus Journal occasionally publishes ***non-theme papers***. These are papers that are unrelated to the theme of a special issue, unsolicited, or a previous submission that was not ready at the time of publication for a certain thematic issue.

OVERALL NEXUS JOURNAL TIMELINE

The issue is scheduled for release in Spring 2024. The activities for guest consulting editors include:

1) Develop the Call for Papers
2) Develop a list for targeted solicitation of papers (particularly if submissions are not suitable for publication)
3) Participate in reviewing letters of intent/abstract/manuscript descriptions
4) Participate in a review of manuscripts
5) Identify potential reviewers for research-based papers
6) Participate in the editing process of practitioner's essays and resource papers

Per our discussions, here is the proposed timeline:

July 15, 2023: Manuscript Submission Deadline

July 16-August 31, 2023
- Categorize manuscripts
- Practitioner essays and Resource Papers reviewed internally, divvy up among guest eds
- Research articles sent out for peer review
- Prepare initial review letters, some with external reviewer feedback

September 1-September 30, 2023
- Send out initial review letters
- Authors work on revisions (2-3 weeks, depends on how many or if extensive edits need to be made)

October 2023
- October 1, 2023 Articles due back to editors
- Decide on conditional acceptance or further revisions
- Authors finalize manuscripts
- Send final drafts of manuscript to the Copyeditor

November 1, 2023-February 29, 2024
- Guest editors draft Message from the Editors
- Send copyeditor feedback to authors
- Authors revise and respond to copyeditor feedback
- Send final version of manuscripts to graphic designer for typesetting
- Authors review galley proofs

Winter 2024
- Finalize publication (March)
- Release of special issue in April 2024

Please let me know if you have any questions. I can be reached at 310/206-7738 or via email at nexus@aasc.ucla.edu.

Sincerely yours,

Melany De La Cruz-Viesca
AAPI Nexus Journal Managing Editor