

**It is accepted at meeting of Academic council Tver State University
(Protocol № 9 January 29, 2014)**

REGULATIONS
about edition of the network publication
«Green Journal - Bulletin of the Botanical Garden of Tver State University »
Tver, 2014.

1. General provisions

1.1. Editorial board of the network publication «the Green log - the Bulletin of botanic garden of Tver state university» («Green Journal - Bulletin of the Botanical Garden of Tver State University») (further named " Editorial board ") carries out electronic journal issue (further named "Journal").

1.2. The publisher is the Federal state budgetary educational institution of higher vocational training (Tver state university) (further named "University").

1.3. Editorial board is not the legal body, the independent managing subject. Editorial board carries out economic activities as structural division of University.

1.4. Editorial board carries out activity on release of the Journal on the basis of professional independence. Editorial board administration is carried out according to the present Provisions about the edition of Journal, the Charter and other documents of University.

1.5. Financing of activity of Editorial board is carried out by University in an order installed by the present Provisions about edition of the Journal, the Charter and other documents of University.

1.6. The university appears as the claimant and the respondent in Arbitration court of Tver region on Journal affairs.

1.7. Location (address) of the Editorial board: 170026, Tver, the lane of Shevchenko, h. 16

2. The rights and responsibilities of the University

2.1. The university has the right:

- to found the Provisions about Editorial board;
- to accept changes and additions to the Provisions about Editorial board;
- to cease or pause Journal activity in the case and an order installed by the present Provisions;
- to define language, themes and specialization, periodicity of the Journal, territory, the form of periodic extending of the Journal; to change due to installed order themes and specialization, Journal's language, its title, the form or territory of extending of the Journal, its periodicity and volume;
- to place news and materials free of charge in the period of indicated by it and on its own behalf;

- to carry out the control over correspondence of activity of the Editorial board to provisions of the legislation, the present Provisions about edition of the Journal and other documents of the University, behind correspondence of themes and specialization, language, periodicity and volume of the Journal, territory and the form of periodic extending of the Journal of the data introduced at its registration and containing in certificate of registration of mass media; to represent itself as the publisher, the distributor and the proprietor of property of Editorial board.

2.2. The university is obligated:

- to observe rules of the present Provisions about Journal edition;
- to render Editorial board assistance in public opinion studying, advertising of the Journal;

3. The rights and responsibilities of the Editorial board

3.1 Editorial board has the right independently:

- to plan the activity, within the limits of the themes of specialization approved by University and directivity of the Journal, solve questions of its contents and decorative appearance;
- to involve the creative and technical employees who are not members of Editorial Council, for fulfillment of separate jobs;
- independently to sign a journal for publishing;
- when due hereunder to carry out correspondence with readers of the Journal, considering their interests and sentences.

3.2. Editorial board is obligated

- to supply high informative, scientific, art and professional level of publications;
- to carry out design of manuscripts for printing according to demands of standards, specifications, other standard documents, with agencies of extending and printing and other organizations;
- to provide observance of the approved schedules of release;
- to publish University's statements completely and in the periods indicated by it.

4. Property and financial relations of the University and the Editorial board

4.1. The property used by the Editorial board, is a component of property of the University also belongs last on the property right or on the right operational administration.

4.2. The money resources which are necessary for production and release of the Journal, is appropriated by the founder from off-budget resources at the cost of implementation of the Journal; resources gained from subscription and the resources gained as a result of an advertisement positioning in the Journal;

4.3. Size of advertising in a separate journal, its cost and placing are defined by the order of the Rector.

4.4. The profit gained as a result of activity of Editorial Board is the property of University and is used by it on development of a material and technical base of University.

5. Control of Editorial Board

5.1. Control of Editorial Board is carried out by the Administration of University and by the editor-in-chief, within the competence installed by the present provisions about edition of the Journal, the Charter and other documents of University.

5.2 Rector of the university, within the competence installed in the Charter and other documents of University, solves following questions of activity of the Editorial Board:

- defines main directions of activity of Editorial Board;
- approves and dismisses the editor-in-chief, concludes with him the agreement in which the rights and obligations and responsibility of the editor-in-chief are defined;
- approves annual reports of the editor-in-chief about activity of the Editorial Board and about draught on funds and the property, assigned for the Editorial Board;
- solves questions of reception and dismissal of employees of the Editorial Board, conclude labour and others contracts with employees of the Editorial Board; to appropriate necessary financial and material resources on production and release of Journal, approve the estimate of the Editorial Board;
- carries out other authorities according to the University Charter.

5.3. Current activities of the Editorial board are run by the editor-in-chief.

- the editor-in-chief in the activity is guided by the legislation of the Russian Federation, and also the Charter both other documents of University and the present Provisions on Journal edition. The editor-in-chief is responsible for fulfillment of the demands, presented to activity of mass media by the legislation of the Russian Federation.

5.4. The editor-in-chief within the competence exercises administration of the Editorial board on the basis of a principle of one-man management and independently solves all questions of activity of the Editorial board except the University's competence for referred to by the present Provisions about Journal edition.

5.5. The editor-in-chief:

- represents Editorial board in ratios with University, the publisher, the distributor, citizens, their unions, the organizations and in court;
- organizes activity of the Editorial board, gives instructions, mandatory for execution by employees of the Editorial board;
- solves other questions which have been referred to his competence by the present provisions, and also the Charter or other documents of the University;
- the editor-in-chief has the rights and fulfils responsibilities according to Duty regulations.

5.6. Board's solutions (editorial council) have character of recommendation.

5.7. The editorial board is assembled by the editor-in-chief as required for discussion of the questions connected to production and release of the Journal.

The editor-in-chief presides over editorial board's meetings.

5.8. The agenda is defined by the editor-in-chief. Members of the editorial board have the right to demand turning on additional questions in the agenda. The given demand can act both to, and at editorial board's meeting.

5.9. Solutions are accepted by simple majority of voices of present members and affirm the editor-in-chief. The editor-in-chief editor is not obliged to motivate failure in assertion of the solution of an editorial board.

6. The reasons and an order of the termination and stay of activity of the Journal

6.1. Edition Journal can be ceased or paused only under the University solution or court as civil legal proceedings under the claim of the state body which has registered the Journal

6.2. The university has the right to cease or pause Journal's activity in case if:

- Edition has broken demands of the legislation on mass media, norms of journalistic ethics or the further violation of the present Provisions, after reception of the notice of University;
- production and Journal release are recognized by University as inexpedient on other grounds.

The solution on the termination or stay of activity of the Journal is accepted by the University after consultations with the Editorial council.

6.3. In case of the solution of University on the termination of release of the Journal, the University reserves the right on resumption of release of mass media with the same name.

6.4. Adoption by the University of the solution on Journal shutdown of activities involves nullity of the present Provisions. Edition in this case comes under Liquidations.

6.5. At breaking by University of rules of the present Provisions, Edition has the right to put a question about it before administration of the University.

7. The rights to the name

7.1. The right to the Journal name belongs to the University. The Journal logo can be registered University in the capacity of a trade mark according to the legislation of the Russian Federation.

8. An order of the assertion and change the Rule about Edition

8.1. The rule about Journal Edition is accepted at meeting of Academic council of TvSU and is affirmed by the University.

8.2. Changes and additions in the Provisions about Journal Edition are brought in by University on its own initiative and under the Edition proposal.

The Chair of Editorial Board

The network publication the «Green Journal - Bulletin of the Botanical Garden of Tver State University»

Iurii V. Naumtcev