Purpose of Special Issues - From time to time, EAQ will publish issues dedicated to specific topics and/or themes deemed timely and significant to the field of educational leadership. Those interested in serving as a guest editor for a special-theme issue of EAQ should send electronic copies of the following to the editor: eaq@ed.utah.edu, and mark the e-mail “Attention editor.”

Proposal Guidelines - All proposals should include the following: 1) theme of issue - Identification and description of the theme of the proposed issue; 2) rationale and justification - A rationale that describes the significance and timeliness for EAQ; 3) concise literature review - A concise review of the latest literature related to this theme and any additional background information related to the theme; 4) nature of contributions - A description of the nature of the contributions to be included in the volume must also be provided. A description of whether articles published in the special volume will be by invitation only, whether there will be a general call for papers or whether there will be both invited articles and a general call for papers. If there are to be invited articles, please indicate names of authors who will be invited to write articles. One may also submit a proposal containing a collection of papers that have been presented at an academic conference. 5) reviewers for volume - Special issue editors are responsible for assigning a minimum of five reviewers for the entire issue, i.e., these reviewers will be responsible for reading and critiquing all manuscript contributions to the issue. Names of potential reviewers should be submitted with the proposal. In order to ensure a high quality peer-review process, the identity of each reviewer will be treated as privileged information, used only by the editors and will not be released to others. 6) proposed time-lines - Proposed time-lines for the issue, e.g., the call, initial drafts, feedback, final editing, submission for printing, etc. Manuscripts must be accepted for publication at least 4-6 months prior to publication.

The Review Process - All special issue proposals will be reviewed by the following: the EAQ editor, editorial team, and pending the discretion of the EAQ editor and editorial team, members of the EAQ editorial board and/or notable researchers of the proposed issue theme.

Approval of Proposal - It should be noted that final decisions on the matters noted above are subject to the review of the EAQ editor and editorial team.