

AI Policy for Authors and Reviewers

Introduction

Optimization (ISSN 0974-0988), published by GL Bajaj Institute of Management and Research (GLBIMR), is dedicated to upholding the highest standards of research integrity, transparency, and ethical publication practices, as outlined in the journal's Publication Ethics and Malpractice Statement. The rise of artificial intelligence (AI) and AI-assisted technologies in academic research necessitates clear guidelines to ensure their responsible use. This AI policy governs the use of AI tools in manuscript preparation, submission, peer review, and editorial processes, ensuring alignment with the journal's principles of honesty, accountability, and professional excellence, as well as the Committee on Publication Ethics (COPE) guidelines.

Scope

This policy applies to all parties involved in *Optimization*'s publication process, including authors, reviewers, and editors. It covers AI-based tools, including generative AI models (e.g., ChatGPT), writing assistants, data analysis tools, and plagiarism detection software, used in the context of manuscript preparation, submission, review, or editorial decisions.

Principles Governing AI Use

The journal's AI policy is grounded in the following principles, consistent with its commitment to research integrity:

- **Transparency:** Use of AI tools must be disclosed clearly and accurately in submissions and reviews.
- **Accountability:** Authors, reviewers, and editors are fully responsible for the content and integrity of their work, including AI-generated outputs.
- **Originality:** AI tools must not undermine the intellectual contributions of authors or introduce plagiarism.
- **Fairness:** AI use must not compromise the confidentiality or impartiality of the double-blind peer review process.
- **Ethical Compliance:** AI tools must be used in accordance with the journal's ethical standards and submission guidelines.

Guidelines for Authors

1. Permissible Use of AI Tools

- AI tools may be used for supportive tasks, including:
 - Language polishing (e.g., grammar, spelling, style improvements).
 - Formatting references in APA style, as required by the journal.

- AI-generated content must not constitute any of the portions of the manuscript. All content must reflect the authors' original intellectual contributions, as per the journal's authorship guidelines.

2. Disclosure Requirements

- Authors must declare the use of AI tools in the cover letter and, where applicable, in the manuscript's Acknowledgments section.
- The declaration must include:
 - The specific AI tool(s) used (e.g., name, version).
 - The purpose of the AI tool's use (e.g., language editing, Formatting).
 - Confirmation that authors have reviewed and validated all AI-generated outputs for accuracy and originality.
- Example acknowledgment: "The authors used [AI Tool Name] for language polishing and APA reference formatting. All outputs were reviewed and edited to ensure compliance with the journal's originality and ethical standards."
- Failure to disclose AI use may be considered a violation of the journal's ethical policies.

3. Prohibited Uses

- AI tools must not be used to generate any portions of the manuscript, as this violates the journal's requirement for original work and significant intellectual contribution.
- AI tools must not be used to fabricate data, results, or references.
- AI-generated content exceeding the journal's 10% plagiarism threshold will result in rejection, as per the plagiarism policy.

4. Authorship and Accountability

- AI tools cannot be listed as authors or co-authors, as they do not meet the journal's authorship criteria (substantial contribution to conception, design, execution, or interpretation).
- The corresponding author is responsible for ensuring all AI-generated content complies with the journal's submission guidelines and is thoroughly reviewed for accuracy and originality.

5. Plagiarism and Originality

- Authors must ensure AI tools do not introduce plagiarized content from published or unpublished sources. The journal uses plagiarism detection software to enforce its 10% plagiarism threshold.

- Any sources suggested or referenced by AI tools must be cited in APA style to avoid unintentional plagiarism.

Guidelines for Reviewers

1. Use of AI in Peer Review

- Reviewers may use AI tools for minor tasks, such as summarizing manuscripts or improving the clarity of review reports, provided these tools do not compromise manuscript confidentiality.
- AI tools must not be used to generate review comments or recommendations, as this undermines the reviewer's independent expertise and judgment.

2. Confidentiality

- Reviewers must not input manuscript content into AI tools that store or share data externally, as this could breach the journal's double-blind review process and confidentiality policies.
- Any use of AI tools must be disclosed to the editor in the review report, specifying the tool and its purpose.

3. Fair and Unbiased Review

- Reviewers must evaluate manuscripts based solely on intellectual merit, as outlined in the journal's fair review policy. AI tools must not influence decisions regarding acceptance, rejection, or revisions.

Guidelines for Editors

1. Oversight of AI Use

- Editors must ensure compliance with this AI policy by authors and reviewers. Undisclosed AI use detected during the review process will be investigated as potential misconduct.

2. Handling Violations

- Suspected inappropriate AI use (e.g., generating substantial manuscript content or falsifying data) will be investigated following the journal's Publication Ethics and Malpractice Statement and COPE guidelines.
- Proven misconduct may result in rejection, retraction, or notification of the author's institution.

3. Policy Updates

- Editors will review this AI policy annually or as needed to address advancements in AI technology and evolving ethical standards in academic publishing.

Plagiarism and AI-Generated Content

Optimization enforces a strict 10% plagiarism threshold using plagiarism detection software. AI-generated content that replicates existing works without proper APA-style citation will be considered plagiarism and lead to rejection. Authors must ensure AI-assisted content is original, and reviewers/readers are encouraged to report suspected plagiarism to glbimrjournal@glbimr.org, as per the journal's plagiarism policy.

Competing Interests

Authors using AI tools must disclose any competing interests, such as affiliations with or financial interests in the AI tool's developer, that could affect the manuscript's objectivity. This aligns with the journal's policy on competing interests and funding disclosure.

Retractions and Corrections

If a published article is found to have used AI tools inappropriately (e.g., undisclosed use leading to plagiarism), the journal will follow COPE's Retraction Guidelines. This may result in:

- A corrigendum for author errors.
- An erratum for journal errors.
- A retraction for serious flaws, substantial plagiarism, or misconduct.

Reviewer Recruitment

Reviewers with expertise in AI-related fields are encouraged to join the journal's review panel to evaluate manuscripts involving AI methodologies or tools. Interested reviewers should contact glbimrjournal@glbimr.org.

Contact Information

For queries related to this AI policy, contact the editorial office at glbimrjournal@glbimr.org. Reports of AI-related misconduct, including plagiarism or copyright issues, should be sent to glbimrjournal@glbimr.org.