



## **CEEES Statute**

*Revised and approved December 22, 2017*

Central and Eastern European Game Studies (CEEES) is an annual international conference which brings together academics, journalists, developers and members of the public to discuss the phenomenon of digital and non-digital games. The first instalment of the conference took place in Brno in October 2014, building on the three year long tradition of the national game studies conference hosted by Masaryk University and organized by the MU Game Studies non-profit. The goals of CEEES are to promote and develop game scholarship by creating a sustainable and regular conference, and to promote dialogue between game scholars, students, game developers, and the general public by making the conference open to a diverse audience.

CEEES organizational structure consists of three bodies: the Steering Committee, the Program Committee, and the Organizing Committee. While the Steering Committee is stable, the other two committees are appointed separately for each conference.

This document serves as a statute, and provides guidelines and rules for CEEES conferences. It can be changed only by the Steering Committee by consensus or by a vote of a 66% majority of all of its members.

## **Steering Committee**

The Steering Committee is the executive body of the annual CEEGS conference. Its main tasks are:

- Making decisions about the date and location of each annual CEEGS conference, and appointing the chair of the Organizing Committee for each given year
- Preparing the Call for papers in cooperation with the Organizing Committee. This includes deciding on the types of submissions which will be accepted (abstracts, full papers, panels etc.)
- Appointing the Program Chair and approving the Program Committee for each given year
- Approving the Organizing Committee's Conference Preliminary Program Outline, which contains the duration of the conference, the total number of sessions, and suggested invited speakers
- Approving the final program of the conference
- Overseeing the work of the Program Committee and the local Organizing Committee
- Overseeing the general direction of the conference
- Appointing the secretary of the steering committee
- Appointing moderators of the CEEGS mailing list
- Managing the CEEGS web domains or appoints their manager(s), and provides access to it to the Organizing Committee

The committee convenes each year at the CEEGS conference, and on other occasions, if the need arises. Its decisions regarding the annual CEEGS conference are based on consensus. If consensus cannot be reached, the decision is based on anonymous voting.

The current members of the Steering Committee are:

- Silvester Buček, independent researcher
- Andrei Damsa, NetCoGame GamefulLiving Research Center, Hungary
- Mikhail Fiadotau, Tallin University, Estonia
- Paweł Frelik, Maria Curie-Skłodowska University, Poland
- Maria B. Garda, University of Łódź, Poland
- Mirt Komel, University of Ljublanja, Slovenia
- Tomasz Majkowski, Jagellonian University, Poland

- Maksim Podvalnyi, Russian State University for the Humanities
- Alesja Serada, European Humanities University, Belarus/Lithuania
- Vít Šisler, Charles University, Czech Republic
- Jaroslav Švelch, Charles University, Czech Republic
- Zdeněk Záhora, MU Game Studies, Czech Republic

Membership in the steering committee is perpetual until a member a) gives up their membership or b) is voted out of the steering committee. As for b), any member of the Steering Committee can propose exclusion of any other committee member, especially if the member to be excluded is *not actively participating in the committee* or if their activities *conflict with the goals of CEEGS*. An absolute majority (more than 50% of all members) is required to vote a member out of the Steering Committee.

Any changes in the Steering Committee are announced on the CEEGS mailing list. If there is a vacant position on the committee, any Steering Committee member or a third party can propose candidates for the position in the following 60 days; by consensus or by voting, the remaining members then appoint a new member of the Steering Committee. More than 50% votes of all remaining members are required to appoint a new member.

The Steering Committee can extend the number of Committee members. If it does, the resulting vacant positions will be filled in the same way as stated above.

The secretary of the Steering Committee coordinates the practical procedures and communication among Steering Committee members. He or she is not a committee member.

### **Program Committee**

The Program Committee is responsible for the selection of papers that will be presented at the annual CEEGS conference. The committee is also consulted by the Organizational Committee and the Steering Committee regarding conference keynotes. The committee consists of the Program Chair and Program Committee members. Program Committee members serve as reviewers. Some of the Program Committee members may be appointed by the Program Chair as “section chairs” and take responsibility for thematic subsections of submissions.

Program Committee members are appointed by the Program Chair. The Program Chair is responsible for the administration of the review system and for appointing reviewers to abstracts. He or she produces a list of submissions sorted by their review scores. The decision about which papers will be accepted depends on the number of available slots provided by the

Organizing Committee. The final list of accepted papers has to be approved by the Steering Committee, but the Steering Committee cannot interfere in the review process.

Members of Steering Committee can also be members of the Program Committee. If they are, their individual responsibilities as anonymous reviewers do not count as interference in the review process. Program Committee members, as well as Steering Committee members, may submit papers to the conference, but they must not review or assign reviewers to their own papers. The Program Chair cannot submit abstracts to the conference.

### **Organizing Committee**

The Organizing Committee is responsible for the organization of the specific instalment of the annual conference, including registration, website, location, and catering, in accordance with CEEGS conference guidelines. It is also responsible for the promotion of the conference, including the distribution of the call for papers to relevant outlets. The internal structure of the Organizing Committee is determined by its chair. The Steering Committee communicates with the chair of the Organizing Committee or with a designated secretary. Prior to the conference call, the Organizing Committee provides a Preliminary Program Outline, which includes the duration of the conference, the total number of sessions, and suggested invited speakers. This has to be approved by the Steering Committee and consulted with the Program Committee. The Steering Committee approves invited speakers, and can also suggest them.

### **CEEGS Conference Guidelines**

These are basic guidelines that each CEEGS conference should comply with. Specific details and recommendations regarding each annual conference arise from the discussion between the Steering Committee and the Organizing Committee about the Preliminary Program Outline.

- CEEGS is an academic conference which brings together scholars, students, educators, and game design or game development practitioners.
- There is an open call for papers (or abstracts).
- The Call for Papers is published at least six months before the conference, the notification date is at least three months before the conference.

- The local organizing committee is responsible for the conference website. This should contain basic information about the conference location and the text of Call for Papers at the time of the Call's publication.
- The website has to include the CEEGS Statute and the CEEGS Inclusivity policy statement.
- All participants have an option to consent or opt out of having their abstracts public. Abstracts of papers by consenting authors are available before the conference either digitally or in print.
- All submissions undergo blind peer-review process by at least two, preferably three reviewers from the approved Program Committee. Submissions are judged based on the quality of their scholarship and their contribution to the field of game studies.
- The conference fee is affordable for Master's and Ph.D. students, as well as for independent scholars and developers. The local Organizing Committee will provide assistance to students seeking cheap transportation and accommodation options, and list these options on the conference website.
- The conference will be organized in a way that respects the values of diversity in the study of digital and non-digital games, as well as in game cultures. It will adhere to the CEEGS Inclusivity Policy. The conference call will not discriminate against and will in its Calls for Papers explicitly welcome scholars of games of all kinds, including digital, non-digital, live action role playing etc.
- Attendance of journalists, students, and other members of the public (especially educators, representatives of non-profit organizations, state or municipal officials etc.) is encouraged and promoted.
- CEEGS provides ample space for networking and socialization.
- CEEGS only accepts funding from commercial companies given that no extra promotion of such companies is conducted at the conference except acknowledgment in the program brochure, on the posters (logo only), and in the introductory and/or final addresses of the conference. We allow no banners, leaflets or product promotion.
- Each CEEGS conference will give space to participant feedback before closing remarks. It will also hosts a Steering Committee meeting, where its members can discuss the present conference and the future of CEEGS.
- Post-conference, the local organizing committee will provide all the files that may be useful to future CEEGS organizers to the CEEGS Steering Committee for uploading into the wiki.