

## **Marin Poetry Center Anthology Code of Ethics**

Marin Poetry Center's board of directors and the staff of the *Marin Poetry Center Anthology*—both groups composed entirely of MPC member-volunteers—are committed to acting ethically in developing the manuscript of each volume of the anthology. This commitment is reflected in the transparency of the processes by which members of Marin Poetry Center submit their poems and by which poems are selected from among the submissions:

Submissions are received and logged in by a member-volunteer coordinator, who is independent of the poetry selection process. This coordinator removes all identifying information from the submissions before assigning them to member-volunteer preliminary readers.

The readers are all experienced poets. Every poem is read and ranked blind by at least two readers. If readers recognize a poem or poems as the work of a particular poet, those readers are honor bound to recuse themselves from ranking the identified poem(s) and to pass those poem(s) back to the coordinator, who assigns them to another reader. The editor reviews all the poems blind, taking into consideration the preliminary readers' rankings, and determines which poems will appear in the anthology.

The editor may also, at his/her discretion, invite well-known poets to submit work for inclusion in the anthology, and/or to invite a guest editor to curate a special section. Such work is not subject to the vetting process described above. Rather, the guest poets and/or guest editor are identified as such within the anthology itself, in their honor and to avoid any confusion regarding the selection process.

We continue to streamline our submissions-and-review process as much as possible in order not to overtax our all-volunteer staff. However, we also make every effort to accommodate members who wish to submit but are unable to comply with our process. If you have special circumstances, write to us at [anthology@marinpoetrycenter.org](mailto:anthology@marinpoetrycenter.org) (with "Access" as the subject line) or via snail mail to: Anthology/Access, Marin Poetry Center, PO Box 9091, San Rafael, CA 94912.

Marin Poetry Center reserves the right to change anthology submission guidelines from year to year.