

# EDS PUBLICATIONS STANDING COMMITTEE CHARTER

Version 3

## A. GENERAL

The EDS Publications Committee is a Standing Committee of the IEEE Electron Devices Society (EDS). It is chaired by the EDS Vice-President of Publications and Products, reporting to the EDS President.

## B. SCOPE

The EDS Publications Committee is a strategy development and implementation oversight body for all EDS publications. The Publications Committee develops and recommends plans for publication activities in the EDS field of interest. The Publications Committee acts on behalf of EDS between the EDS Board of Governors (BoG) meetings in accordance with the EDS Constitution and Bylaws.

## C. FUNCTIONS

The EDS Publications Committee shall:

- ✓ Develop and oversee EDS strategy for publications activities
- ✓ Ensure EDS publications policy and practice in consistence with the IEEE policy
- ✓ Promote programs and activities in the area of publications
- ✓ Recommend new EDS publications in emerging or “hot” areas of technology
- ✓ Monitor the status of all EDS supported publications
- ✓ Monitor the status of budgets and forecasts related to publications
- ✓ Monitor and manage the selection process of Editor-in-Chief (EIC) for EDS publications per EDS Bylaws
- ✓ Maintain high standard in publication quality and ethics
- ✓ As needed, intervene and resolve issues in cases of author, reviewer, or editor misconduct

## D. EDS Publication EIC Selection Process

EIC selection for the society’s solely-owned journals (EDL, T-ED, and J-EDS) shall proceed as follows.

1. A “call for nominations” of the EIC shall be announced to the whole EDS membership.
2. An EIC selection committee will be formed consisting of the current EIC, the VP of Publications and Products, the Operations Director of EDS and at least two ad hoc members appointed by the EDS President. The VP of Publications and Products is the Chair of the selection committee. Only the EDS Operations Director is a non-voting member of the selection committee and will ~~may~~ not participate in the final voting process. Selection committee members shall not be a candidate, nominator or endorser.

3. The committee shall review all of the legitimate candidates for the position and interview the finalists per need.
4. The selection will be made by consensus of the selection committee members, if consensus cannot be reached after significant efforts, a selection can be made with vote.
5. The criteria for the EIC selection are as follows:
  - a) Ability and motivation to spend sufficient time on the job;
  - b) Demonstrated competence in at least one of the disciplines included in the EDS FOI;
  - c) Formal support from the institution for which the candidate works (waived if self- employed);
  - d) Served on the editorial board of T-ED, EDL, or J-EDS;
  - e) Suitable temperament (ability to work at all levels: editorial boards, IEEE/EDS staff, volunteers, authors, reviewers, officers, etc.) and judgment;
  - f) Be a member of EDS.
6. The EIC nomination can be made as follows:
  - a) Any interested party may nominate a candidate for EIC for any of these journals.
  - b) Self-nominations are permissible.
  - c) Each nomination must be endorsed by two members of the society.
  - d) The nominator must acquire the consent of the nominee before the formal nomination is submitted to the VP of Publications and Products.
  - e) The expectation is that all legitimate nominees should fulfill the criteria listed in #5 (above) in the judgment of the nominators.
7. The selection committee shall present their selection to the Publications and Products Committee. A single candidate will be recommended by the VP of Publications and Products to the EDS President. Once recommended, the EIC shall be appointed by the EDS President and approved by the Forum.
8. An EIC may be reappointed (as per EDS Bylaws) by the EIC's participating as a candidate in the EIC selection process as described above (items 3 to 7). In these cases, the current EIC shall provide information for the evaluation but will not participate in the decision process.
9. In the case of a new publication (journal or magazine) solely owned by the Society, the individual championing the entire process from inception of the publication may be recommended by the VP of Publication and Products, following agreement of the PPC, to the EDS President as the first/founding EIC of that publication. Once recommended, the EIC shall be appointed by the EDS President and approved by the Forum.

## **E. COMPOSITION**

The Publications Committee shall consist of the following members:

- EDS Vice-President of Publications and Products (Chair)
- Members representing interest from the editors of the EDS publications
- Members representing interest from BoG, ExCom, and EDS Forum
- Members representing interest from the authors and readers of the EDS publications

## **F. APPOINTMENTS AND TERMS OF OFFICE**

The members of this Committee are approved by the EDS Forum and shall serve a two-year term. A member shall not serve a total of more than two terms in a given position in a lifetime.

## **G. VACANCIES**

- In the event of incapacity or absence of the Chair, the EDS President shall select a new Chair to be approved by the Forum.
- If other vacancies occur, they are filled using the methodology defined in EDS Bylaws.

## **H. MEETINGS**

- The Committee shall meet a minimum of two times per year, either in person or by any means of electronic communication, such as teleconference, Webex, etc.
- Electronic mail, teleconference and other non face-to-face means of communication may be utilized for the transaction of business (and for the conduct of meetings) as called by the Committee Chair.
- A majority of the members of the Committee shall constitute a quorum.
- To approve an action, a majority of the members of the committee must affirm the action, with quorum present.
- Voting shall be conducted in accordance with Robert's Rules of Order, unless otherwise specified in the EDS or IEEE governing documents.

## **I. REPORTS**

The Committee Chair shall provide a verbal report to EDS during each BoG series of meetings, outlining the committee activities transacted.

## **J. CHANGES TO CHARTER**

Changes to this Charter must conform with EDS governing documents and shall be approved by the EDS Forum.