

# Memorandum of Understanding for Co-Sponsorship of the IEEE Transactions on Signal and Information Processing over Networks

## Introduction

This document serves as an agreement among the IEEE Signal Processing Society and the IEEE Communications Society as partners, for a period of three years beginning **1 January 2024** and ending **31 December 2026**.

## Periodical Scope

The journal, called the **IEEE Transactions on Signal and Information Processing over Networks** (hereafter called the *Periodical*, or **T-SIPN**), will address the most important and highest impact research ideas and applications in all areas relating to signal processing over networks.

The scope of this title is as follows:

The IEEE Transactions on Signal and Information Processing over Networks publishes high-quality papers that extend the classical notions of processing of signals defined over vector spaces (e.g., time and space) to processing of signals and information (data) defined over networks, potentially dynamically varying. In signal processing over networks, the topology of the network may define structural relationships in the data, or may constrain processing of the data. Topics include distributed algorithms for filtering, detection, estimation, adaptation and learning, model selection, data fusion, and diffusion or evolution of information over such networks, and applications of distributed signal processing.

## Implementation

This Agreement shall be acted upon by the Presidents of the Partners with the approval of their respective Board of Governors (BoGs) or Administrative Committees (AdCom). This Agreement, upon approval by the appropriate IEEE Technical Activities or other IEEE Boards, shall become a part of the records of the IEEE Technical Activities Board (TAB).

## Managing Partner (IEEE Signal Processing Society, Partner A)

One of the **PARTNERS** will be designated as the Managing Partner (Partner A) of the Periodical at the inception of this Agreement and shall provide the manuscript handling system for receiving, logging, filing, and delivering submitted manuscripts to associate editors and reviewers in fulfillment of peer review process. The Managing Partner is responsible for the accounting and the financial reporting to IEEE.

## Financial Partnership

The *Periodical* financial shareholder ownership will be as follows:

Financial % ownership:

**Partner A: IEEE Signal Processing Society (Managing): 75%**

**Partner B: IEEE Communications Society: 25%**

The Financial Partners are responsible for all financial and technical obligations of the Periodical. Financial ownership of the Periodical requires that all Shareholders accept the responsibility of the expenses of the Periodical throughout the year and share in the potential profit or loss of the Periodical according to the percentage of shareholder ownership as noted above. Annual distribution of the Profit/Loss will be completed by IEEE in

accordance with its established practices for year-end reconciliations. The Managing Partner will provide oversight of IEEE to ensure the distribution occurs in a timely fashion.

### **Periodical Oversight**

The Signal Processing Society (SPS) is the Managing Partner for the periodical. The periodical's Editor-in-Chief (EiC) shall report to the VP of Publications of the Managing Society for oversight. The EiC shall be responsible for ensuring quality and timeliness of the publication following general policies of the Managing Society. He/she shall chair the Editorial Board for the publication and also serve as a member of the Managing Society's Publications Board. In lieu of a Steering Committee, there will be a Technical Liaison Committee, as described below.

The Editorial Board of T-SIPN shall be comprised of associate editors (AEs), with membership reflecting the partnering societies and technical topics to be covered by the journal. Associate Editors shall be appointed by the EiC in accordance with the Managing Society's policy, except they do not need to be members of SPS. However, AEs must be a member in good standing of at least one of the partnering Societies. It shall be the responsibility of the Editorial Board to ensure that the publication maintains the highest quality.

T-SIPN will be considered a hybrid IEEE journal and will advertise, promote and process manuscripts submitted for open access publication.

### **Technical Liaison Committee**

Input from co-partnering societies on technical directions will be via a T-SIPN Technical Liaison Committee (TLC). The TLC will be composed of one member from each of the co-partnering societies (financial and technical) and serve as a conduit to these societies. The TLC representatives will have the responsibility of:

- a) Providing input on EDICS to the EiC;
- b) Determining potential topics for overview papers and for Special Sections and Special Issues;
- c) Communicating calls for Special Sections and Special Issues
- d) Working within their Society to publicize the journal
- e) Recommending Associate Editor candidates to the EiC
- f) Soliciting nominations for future EiCs
- g) Provide advice and guidance to the EIC

The chair of the TLC shall be the VP Pubs of the Managing Society or his/her delegate. Each Society delegate must be appointed by his/her Society President, shall serve a two-year appointment and may be re-appointed for one additional term. The initial TLC appointments will commence July 30, 2014; thereafter terms will begin January 1 of each year. The delegates will have staggered terms, such that only half of the delegates' term expires within a given year. Beginning in 2014, half of the delegates' terms will end December 31, 2015, and the remaining delegates will have an initial extended term until December 2016, to be determined by the Managing Partner in consultation with the other partners. Thereafter, all terms are for two years, renewable once.

Society delegates may be reappointed to the Committee after a three-year hiatus from their prior term. Partnering societies can remove any of their representatives at their own discretion simply by notifying the Editor in Chief of such action. Each delegate shall have equal (one) vote on matters before the Technical Liaison Committee. To address areas of growth, or areas uncovered by current TLC members, up to 2 non-voting members can be appointed in consultation with the VP Pubs of the partnering societies, to represent specialized technical areas as needed. The TLC will hold semi-annual conference calls, organized by the EiC.

## **Budget**

Financial oversight will be provided by the Managing Partner, with approval of budgets by the Executive Committee of that society. Annually, the IEEE Signal Processing Society is responsible for preparing and submitting the initial budget of the *Periodical* to their Executive Committee. The Executive Committee can approve the Periodical budget provided it is breakeven or better. Approval of the budget will not be sought except in the case of a proposed deficit budget, in which case unanimous approval from the President of every Financial Partner needs to be received. Mid-year expense increases, such as page increases, that are expected to result in a deficit budget must be similarly approved unanimously. All Financial Partners will receive a copy of the approved budget for the Periodical simultaneously when submitted to the IEEE TAB Finance Department.

T-SIPN will be a hybrid Open Access journal. Any Open Access fees collected and any overlength or other page charges collected will be credited to the *Periodical* in accordance with IEEE procedure.

## **Reporting Process**

The EIC will send semi-annual reports to the TSIPN-TLC reviewing the Periodical's progress over the year (page count, timeliness, citation factor, etc.) and review of the budget.

## **Editor-in-Chief (EiC)**

The Editor in Chief shall be an acknowledged leader in the field of interest of the Periodical. He/she shall agree to assume the roles and responsibilities of the EIC and realize that there will be no remuneration for service to the Periodical.

The function of the Editor-in-Chief (EIC) shall be to oversee the daily operations of the *Periodical* such as:

- Interact with Authors
- Help to maintain the Reviewer Database
- Initiate and monitor the review process to its completion
- Provide input to help create the page budget and present the page budget for submission to the Managing Partner's Publications Board for approval
- Ensure that the Periodical follows IEEE Policy and Procedures
- Create the technical content of the Periodical in conjunction with the TLC, and in accordance with the established scope and areas of interest
- Execute policies as established by the Editorial Board
- Oversee the content of the Journal website

The EiC shall serve on the SPS Publication Board. Nominees for the initial EIC will be solicited from all financial partnering societies, screened by the TLC representatives, and chosen by the Executive Committee of the Managing Partner in consultation with the co-partners.

Nominations for future EiCs shall be solicited through broad emails to both financial and technical (if applicable) partnering Societies, and screened by their TLC representatives. The full list of nominees shall be sent to the SPS VP-Publications, who shall consult with the publication leadership of the financial and technical Partners. The SPS VP-Publications shall make a recommendation of EiC candidates, including a summary of input from all communities, for final selection by the SPS Executive Committee.

If an EiC position becomes vacant before the end of the term, SPS may appoint an interim EiC while the process above is followed for a replacement. SPS may remove an EiC from office, with cause, at the discretion of the SPS VP-Publications and concurrence by the SPS Executive Committee.

Travel funds for the EiC to attend appropriate meetings (IEEE Panel of Editors, Periodical Reviews) and conferences will be budgeted and reimbursable to the EiC through the T-SIPN budget.

### **Management of the Periodical**

The IEEE Signal Processing Society is the Managing Partner in this agreement and the publisher of the *Periodical*. The Signal Processing Society shall provide a system for receiving, logging, filing, and delivering submitted manuscripts to associate editors and reviewers in fulfillment of the peer review process. The Managing Partner shall be responsible for producing the *Periodical*. The Managing Partner shall also provide the Partners and the Editorial Board annual reports relevant to submissions vs. publication, timeliness, adherence to page budgets, and other pertinent data about the *Periodical*. The Managing Partner shall administer all production, initial budget preparations, accounting, financial reports, and communications with the Financial Partners and with the IEEE Technical Activities Department. It shall also establish and administer the *Periodical's* website. Support of these functions requires appropriate staff time and effort, and T-SIPN may annually be charged for staff services to perform these functions. Any such costs will be part of the proposed budget.

### **Copyright**

The title of the *Periodical* shall be registered in the name of IEEE, and the *Periodical* as a whole shall be copyrighted by IEEE. All authors of articles and material in the *Periodical* shall have their copyright transferred to IEEE, except in the case of material in the public domain. All IEEE copyright procedures and practices shall be followed. The IEEE may freely reuse the copyrighted material for its own purposes without charge. Revenues from copyright fees, or other subsidiary rights fees associated with the *Periodical* that are paid by outside parties to be collected by the IEEE, shall be credited to the *Periodical* in accordance with IEEE procedure.

### **Finances**

Financial ownership of the *Periodical* requires that all Shareholders accept the responsibility of the expenses of the *Periodical* throughout the year and share in the potential profit or loss of the *Periodical*, according to the percentage of shareholder ownership as noted above. Annual distribution of the profit/loss will be completed by IEEE in accordance with its established procedure (surplus/loss distributed in December, post audit adjustments completed by 1 June). IEEE Signal Processing Society, as Managing Partner, will provide oversight to ensure the distribution occurs in a timely fashion.

### **Marketing**

There shall be a coordinated marketing effort for the *Periodical*, administered by the IEEE Signal Processing Society. All financial and technical partners are required to advertise T-SIPN quarterly to their membership; distribute any call for papers for Special Issues or Sections of the Journal, and provide a weblink from their Society Publication website to the T-SIPN website.

### **Subscriptions and Fulfillment**

All Partners shall offer the *Periodical* to their Society members according to the rates established by the Managing Partner, IEEE Signal Processing Society, and confirmed by the participating Financial Partners. SPS shall also establish rates for other Society and IEEE members as well as non-member subscribers.

### **Electronic Distribution**

The *Periodical* will be included in the IEEE All Society Periodicals Package (ASPP) and its sub-packages as well as the IEEE Electronic Library Xplore. T-SIPN shall not be included in any partnering Society's member digital library.

### **Arbitration**

In the event of a disagreement regarding the *Periodical* among all Partners, a review panel consisting of the Chair of the TAB Periodicals Committee and other members appointed by the TAB Periodicals Committee will meet to

resolve the issue. In the unlikely event the review panel is unable to come to a resolution by majority vote, all parties agree to request for an Arbitration Committee selected by TAB for mediation and resolution of the issue.

**Agreements, Durations, and New Agreements**

All agreements must be approved by the TAB Periodicals Committee. The period of this Agreement shall be three years from the date of signature of the Financial Partners.

1) Withdrawal of Agreement: In the event that a Partner wishes to withdraw from this Agreement, the REMAINING Partners retain all the rights and will continue to publish the periodical. Notification of intent to withdraw must be made one year prior to the expiration of this agreement. The remaining partners need to sign a new agreement with the new percentages of financial ownership.

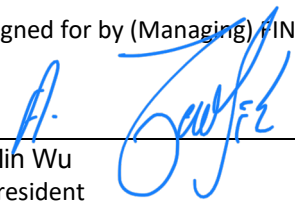
2) New Partner (either financial or technical) can request to participate in T-SIPN. Upon receipt of request to participate, the partners will review the request and can approve the addition of a new partner upon unanimous voting. New financial or technical partners will begin their partnership of T-SIPN at the next available MOU renewal.

At the termination of the agreement, a new Agreement needs be signed by all Partners.

**Signatures**

Acting as duly authorized representatives of their respective Societies' Board of Governors, this agreement is accepted by:

Signed for by (Managing) FINANCIAL PARTNER A:

  
\_\_\_\_\_  
Min Wu  
President  
IEEE Signal Processing Society

Signed for by FINANCIAL PARTNER B:

\_\_\_\_\_  
Robert Schober  
President  
IEEE Communications Society