Vice President-Publications

Position Description

The Vice President-Publications is an Officer of the IEEE Signal Processing Society. He/she chairs the Publications Board and shall act as a liaison to the Board of Governors for the Society's magazine(s), transaction(s), journal(s), and other publications.

The Vice President-Publications is responsible for the oversight of Society publications activities; the identification and appointment (with the advice and consent of the Executive Committee) of Editors-in-Chief for the Society's periodical journals, membership magazine, newsletter(s) or other magazines; management of the activities of the Editors-in-Chief; drafting strategic and long-term plans for the Society's publications; oversight of financial matters pertaining to the Society's publications such as page budgets; oversight of the Society's online manuscript submission interface; management of online and electronic publication initiatives; responsible for the creation of the TAB Five-Year Publications Review document and assisting in the creation of the TAB Five-Year Society Review document; assist in preparing of new periodical and publications/products proposals; represents the Society on the IEEE Panel of Editors; and represent the Society at IEEE meetings or meetings of other organizations for publication matters or as requested by the Society's President or Board.

In summary, the Vice President-Publications has the direct overall responsibilities for the development, design, operation, and improvement of the Society's magazine(s), transaction(s), journal(s), and other publications and reports to the President.

By virtue of the Vice President-Publications position, the position is a member of these Boards/Committees:
- Board of Governors (BoG), voting member
- Executive Committee (ExCom), voting member
- Conferences Board, non-voting member
- Education Board, non-voting member
- Membership Board, non-voting member
- Publications Board, Chair
- Technical Directions Board, non-voting member

Position Criteria

The Vice President-Publications must have served as an Editor-in-Chief, or in an equivalent management capacity for an archival journal published by IEEE.

Position Criteria (continued)

Candidates must possess a record of significant technical achievement, some recent management experience, and must hold the IEEE grade of Senior Member or higher. They must be at the time of nomination, and must remain throughout the term of service, members in good standing of IEEE and of the IEEE Signal Processing Society.

A current-serving Vice President may not be nominated for another Vice President position until his/her term has officially concluded.

Term

The Vice President term is three years.

Elected/Appointed by

The Vice President-Publications position is elected by the Society's Board of Governors.

Nomination Period

The nomination period floats annually and is linked to the ICASSP meeting timeframe; it normally opens approximately 16 weeks from the ICASSP Board of Governors meeting.

Time Commitment

Travel:
- ICASSP – held annually in the Spring
- ICIP – held annually in the Fall
- Long Range Planning Meeting

Conference calls/email:
- ExCom – monthly conference calls
- Other Boards – occasionally throughout the year

To summarize, the time required for the position of Vice President-Publications is roughly 7-10 hours per week.

Travel Support

The following travel support is provided for the position:
- Travel of members of the Executive Committee to meetings of that group that are not held in conjunction with a Society conference, workshop, or Board of Governors meeting.
- Board of Governors: The Officers of the Society are expected to attend the ICASSP or

ICIP meeting series in their official capacity and will have their hotel room nights at the "host" hotel covered for the duration of the meeting series. Board Members will also be reimbursed for travel expenses associated with the ICASSP and ICIP meeting series provided they adhere to IEEE travel policy. Travel funds may not be used for conference registration.