

AGREEMENT FOR PUBLICATION AND MARKETING OF THE
IEEE Transactions on Radar Systems

BETWEEN THE

IEEE Aerospace and Electronic Systems Society
IEEE Microwave Theory and Techniques Society
IEEE Signal Processing Society
IEEE Geoscience and Remote Sensing Society
IEEE Sensors Council
IEEE Antennas and Propagation Society
IEEE Vehicular Technology Society
IEEE Instrumentation and Measurement Society

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MEMORANDUM OF UNDERSTANDING FOR FINANCIAL CO-SPONSORSHIP

The Institute of Electrical and Electronics Engineers, Inc. (IEEE) Societies and Council identified below agree to jointly publish a periodical to be known as the IEEE Transactions on Radar Systems (hereafter "the Publication") and to financially support the Publication with the below stated percentage shares:

- IEEE Aerospace and Electronic Systems Society 24%
- IEEE Microwave Theory and Techniques Society 24%
- IEEE Signal Processing Society 17%
- IEEE Geoscience and Remote Sensing Society 7%
- IEEE Sensors Council 7%
- IEEE Antennas and Propagation Society 7%
- IEEE Vehicular Technology Society 7%
- IEEE Instrumentation Society 7%

This collective of Societies/Council will be hereafter referred to as the "Financial Sponsors".

MANAGEMENT COMMITTEE AND EDITORIAL SUPPORT STRUCTURE:

The management of the Publication shall be vested in a Steering Committee (hereafter "Committee") composed of 13 members distributed as follows among the societies/council

- IEEE Aerospace and Electronic Systems Society 3
- IEEE Microwave Theory and Techniques Society 3
- IEEE Signal Processing Society 2
- IEEE Geoscience and Remote Sensing Society 1
- IEEE Sensors Council 1
- IEEE Antennas and Propagation Society 1
- IEEE Vehicular Technology Society 1
- IEEE Instrumentation Society 1

and a non-voting Editor-in-Chief and optionally a non-voting Editor-in-Chief-elect. The Committee shall develop the budget, elect the Editor-in-Chief, the Editor-in-Chief-elect, and establish operating policies and procedures for the Publication. It is expected that decisions will be reached by consensus. However, in the absence of a consensus, voting on actions of the Committee shall require an absolute majority affirmative vote of the voting members, and be in accordance with Robert's Rules of Order as practiced by IEEE. There shall be no proxy voting.

The Committee shall elect one of its voting members to be the Chair. The term of office of the Chair be one year, with two possible renewals. The Chair shall be responsible for the Committee administrative functions, which include arranging and running Committee meetings. The Chair shall be responsible for developing and providing all Committee members and the Financial Sponsors' Vice Presidents for Publications with the minutes of each Committee meeting.

The Treasurer shall be a member of the IEEE, appointed by the IEEE Aerospace and Electronic Systems Society and the IEEE Microwave Theory and Techniques Society and approved by the Steering Committee. The Treasurer will develop the annual budget and monitor the overall finances of the Publication. The Treasurer shall be responsible for securing the approval of each year's budget. The Treasurer shall submit the initial budget for the coming year in accordance with IEEE's budgeting process. This will typically be officially submitted to the IEEE through the AESS Treasurer or the MTT-S Treasurer. (Page counts are typically due to IEEE in mid-April for the upcoming year. IEEE now utilizes a single Annual Target Budget with input from IEEE in early July and a final Annual Target Budget due back to IEEE in late July or early August for the upcoming year.) The Treasurer shall provide annual financial reports to the Treasurer of each Financial Sponsor.

The Committee shall meet as needed, in person or via webconference/teleconference, at least four times per year

during the first two years, and no less than once per year thereafter. Urgent matters may be decided by teleconference, correspondence, or e-mail, provided a diligent effort is made to contact all members of the Committee and the absolute majority of the Committee's voting members approves the proposed action with regard to the matter. Travel costs for each Managing Committee representative shall be covered by the appointing organization. Travel costs for the Editor-in-Chief of the Publication to attend the Committee meeting and the annual IEEE Panel of Editors, as well as the actual meeting expenses for the Committee shall be budgeted as an editorial expense and borne by the Publication; therefore, these travel and meeting expenses should be incorporated into the Publication's annual budget. If the Committee meeting takes place at a conference site, the primary choice shall be a conference co-sponsored by the Financial Sponsors.

The Financial Sponsors shall be responsible for appointing their respective representatives to the Committee. The term of office of the representatives shall be two years, with one possible renewal. A representative may be reappointed after a two-year break in service. To promote Committee continuity, the appointments will be staggered where possible so that each of the participating organizations is changing some but not all of its representatives to preserve some experience to aid transitions at all times. To begin implementation of this staggered term expiration, the term lengths may differ during initialization of this Committee or as a result of replacing a member whose term is not yet expired. Each of the Financial Sponsors can remove any of their respective representatives from office at their own discretion.

The Editor-in-Chief shall be elected for a three-year term. During the time of office, the Editor-in-Chief shall be a member of the IEEE. The Editor-in-Chief is responsible for the overall editorial operation of the Publication including the appointment of supporting editorial positions (e.g., track editors, associate editors). If an Editor-in-Chief should resign before the end of the term, the Committee shall elect a replacement to complete the term. The Editor-in-Chief may be removed from office by an absolute majority vote of all the voting members of the Committee, transmitted to the chair in writing. An Editor-in-Chief can be reelected, but may not serve more than two consecutive terms. The Committee will consider the diversity of technical fields represented in the Publication when selecting the Editor-in-Chief. The Editor-in-Chief-Elect shall be elected at least one year before the end of the term of the current Editor-in-Chief. During the term of office, the Editor-in-Chief-Elect shall be a member of the IEEE. The Editor-in-Chief-Elect will assist the Editor-in-Chief in carrying out administrative functions, learn the operation of the Publication, and succeed the Editor-in-Chief at the end of his/her term.

The journal will have an editorial board, consisting of the Editor-in-Chief and the other editors. The Editor-in-Chief, guided by the distribution of article submissions and demonstrated competence of individual reviewers, will appoint the Track Editors and Associate Editors. The Track/Associate Editors shall be appointed for three-year terms. A Track/Associate Editor can be reappointed, but shall not serve more than two consecutive terms in the same function.

The EiC is entitled to hire an editorial assistant to be covered by the T-RS annual budget.

The Committee is responsible for providing a semi-annual status report on publishing and financial matters to the President and Treasurer of each financial sponsor.

EDITORIAL POLICY:

Editorial policy shall be consistent with the policies and procedures of IEEE and the Publication Services and

Products Board's Operations Manual. The editors of the Financial Sponsors' other publications shall be encouraged to forward suitable material to the Publication. The Editor-in-Chief shall direct papers not within the scope of the Publication to other Financial Sponsor publications for consideration, as appropriate.

PERIODICAL SCOPE:

The current scope of the Publication is as follows:

"IEEE Transactions on Radar Systems focuses on advances in the study and development of radar systems for a wide range of applications. Articles on theoretical, application-oriented, and experimental studies with a focus on novelty of radar systems and technologies are considered."

To change this scope the formal IEEE scope change approval process shall be followed.

PERIODICAL COVER AND NON-MEMBER MARKETING MATERIALS TREATMENT:

The front matter of the Publication shall have a statement that the Publication is a joint publication of the Financial Sponsors. The cover or Publication Information page shall also carry the logos of both the IEEE and the Financial Sponsors. In addition, all marketing information solely focused on the Publication shall also have a statement that the Publication is a joint publication of the Financial Sponsors. Each Financial Sponsor will promote the Publication to its own constituency.

INTELLECTUAL PROPERTY:

The IEEE shall own the trademark to the title of the Publication and shall be free to register such mark at IEEE's sole discretion but at the expense of the Publication, as this is part of standard practice. The IEEE shall also own the copyright to the Publication.

All authors of articles and material in the Publication shall transfer their copyright to the IEEE, except for material not subject to copyright protection or material for which the author has exercised an open access publishing option wherein copyright is retained in accordance with IEEE's open access publication process.

FINANCES:

Charges to the Publication shall be in accordance with the regular procedures for IEEE periodicals. If an expense exceeds its budget by more than 20%, advance approval from the President of each Financial Sponsor must be obtained. The Committee shall plan its operation and develop a budget that encompasses, at least, the following factors:

- The budget in any year may be negative (expected in the first three years) or positive (expected in later years);
- The budget shall normally include a 5-10% contingency factor;
- The budget must be approved by each of the Presidents from the Financial Sponsors. Each Financial Sponsor's share of the budgeted net shortfall or profit will be known to the Financial Sponsors' Presidents, and the Presidents should be reminded that deviations from that budgeted level will impact them (either favorably or negatively) when the year-end value of the Publication's financial account is returned to the Financial Sponsors in proportion to their ownership percentage.

The Committee shall maintain an account at IEEE for the purpose of providing operating funds for the Publication. The Committee will assure that sufficient funds are available at all times to meet Publication operating expenses as shown in the budget.

The journal is not expected to be profitable until it receives a Journal Impact Factor. The journal expects to lose money for the first three years of operation. The sponsors are prepared to underwrite these losses.

AGREEMENTS & DURATIONS:

The term of this agreement shall begin January, 2023, and the agreement will be revised and renewed at least every three years. A Financial Sponsor may withdraw from Financial Sponsorship upon written one-year notification to the other Financial Sponsors' Presidents, Vice Presidents of Publications, and Executive Directors (staff, if the position exists), as well as Technical Activities staff (via periodical@ieee.org). A Financial Sponsor's withdrawal from the agreement would also be prompted if it ceases existence, although as much forewarning as possible should be given to other Financial Sponsors to enable development of a transition plan. In the absence of either of these aforementioned withdrawal activities, the agreement will automatically be renewed every five years.

All modifications to this agreement must be approved by the Administrative Committees of each of the Financial Sponsors. All modifications to this agreement must be in writing, signed by the Presidents of the Financial Sponsors, and communicated to the Publication's Committee, the Executive Directors of each Financial Sponsor (if the staff position exists), and Technical Activities staff (via periodical@ieee.org).

Upon termination of this agreement or the termination of the Publication, the Financial Sponsors agree to the following terms:

- A. The Publication shall cease publication at the end of the following calendar year, or earlier, as mutually agreed to by all Financial Sponsors. This will allow for planning and communication surrounding how to most effectively transition operations keeping in mind the need for communication and coordination with involved entities, authors, readers, and subscribers.
- B. In the case of a requested withdrawal from Financial Sponsorship, the partnership end's effective date shall be at the end of a publication year, mutually agreed to by all Financial Sponsors. This will allow for planning and communication surrounding how to most effectively transition operations keeping in mind the need for communication and coordination with involved entities, authors, readers, and subscribers.
- C. IEEE shall retain all intellectual property rights granted to it under this agreement.
- D. The year-end finances will be netted out to zero as described in the Finances section.
- E. All indications of joint sponsorship with [Partners] shall be removed from all future issues of the Publication.
- F. Those papers accepted for the Publication or under review and subsequently accepted shall remain committed to Publication.

OUTREACH FOR COMMUNICATIONS

Financially sponsoring societies and Councils are authorizing periodic outreaches to their members or community participants for purposes of subscription and author awareness.

AGREEMENT ACCEPTANCE BY THE PRESIDENT OF THE [FINANCIAL PARTNERS]:

Signature and Date: _____

Mark Davis, President, IEEE Aerospace and Electronic Systems Society

Signature and Date: _____

Nuno Borges Carvalho, President, IEEE Microwave Theory and Techniques Society

Signature and Date: _____

Athina P. Petropulu, President, IEEE Signal Processing Society

Signature and Date: _____

Mariko Burgin, President, IEEE Geoscience and Remote Sensing Society

Signature and Date: _____

Ravinder Dahiya, President, IEEE Sensors Council

Signature and Date: _____

Stefano Maci, President, IEEE Antennas and Propagation Society

Signature and Date: _____

Weihua Zhuang, President, IEEE Vehicular Technology Society

Signature and Date: _____

Juan Manuel Ramirez Cortés, President, IEEE Instrumentation and Measurement Society