

AGREEMENT FOR PUBLICATION AND MARKETING OF THE
IEEE Transactions on Medical Imaging

BETWEEN THE

IEEE Engineering in Medicine & Biology Society
IEEE Signal Processing Society
IEEE Nuclear Plasma Sciences Society
IEEE Ultrasonics, Ferroelectrics and Frequency Control Society

Effective date: 1 January 2020 – 31 December 2022

MEMORANDUM OF UNDERSTANDING FOR FINANCIAL CO-SPONSORSHIP

The Institute of Electrical and Electronics Engineers, Inc. (IEEE) Societies identified below agree to jointly publish a periodical to be known as the IEEE Transactions on Medical Imaging – T-MI (hereafter “the Publication”) and to financially support the Publication with the below stated percentage shares:

- Engineering in Medicine & Biology Society [35%]
- Signal Processing Society [35%]
- Nuclear and Plasma Sciences Society [15%]
- Ultrasonics, Ferroelectrics and Frequency Control Society [15%]

This collective of Societies will be hereafter referred to as the “Financial Sponsors”.

The Financial Sponsors are responsible for all financial and technical obligations of the Periodical. Compliance with financial and technical responsibilities entitles Financial Sponsors to voting privileges on the Steering Committee outlined below. 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.

MANAGING PARTNER

One of the Financial Sponsors will be designated as the Managing Partner 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 finance accounting and the financial reporting to IEEE. It is recommended that the Managing Partner has a significant % of Financial Ownership of the Publication.

The IEEE Engineering in Medicine and Biology Society is the Managing Partner in this agreement and the publisher of the Periodical. The IEEE Engineering in Medicine and Biology 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 Administrative Partner shall also provide the Financial Sponsors, Technical Cosponsors (if any), and the Steering Committee 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 Sponsors and with the IEEE Technical Activities Department. Support of these functions requires appropriate staff time and effort and T-MI will annually be charged \$5,000 for the support of EMB staff services to perform these functions.

STEERING COMMITTEE AND EDITORIAL SUPPORT STRUCTURE

The Steering Committee shall act as Trustees for the publication and shall have administrative responsibility for the Periodical such as:

- Monitor quality and timeliness of the Transaction with the assistance of IEEE Engineering in Medicine and Biology Society Executive Office
- Verify the technical content of the Transaction is in accordance with the established scope and areas of interest
- Recommend the periodical budget (page count, subscription rates, etc), for approval by the Presidents of the Sponsoring Societies
- Work with the EIC to establish operating policies and procedures for the Transactions

Content management of the Publication shall be vested in a Steering Committee (hereafter "Committee") composed of 2 voting members from each of the Financial Sponsors, a non-voting Editor-in-Chief and a non-

voting Editor-elect. The Steering Committee shall review and approve all Editors, including the Editor-in-Chief, and establish operating policies and procedures for the Publication. Voting on all actions of the Committee, except as specified below, shall require a 2/3 majority affirmative vote of the full voting membership, and be in accordance with Robert's Rules of Order. Representatives unable to attend the Steering Committee Meeting can participate by teleconference or by transferring their voting privilege to another member of the Steering Committee, provided the Chair is notified in writing of the proxy transfer one week prior to the meeting. The chair shall only vote in the event of a tie.

The Committee shall elect an Officer from the Committee members to serve as Chair. The Chair shall be responsible for the Committee administrative functions which include arranging and running Committee meetings. The Chair shall be a member of the IEEE and one or more of the Financial Sponsors.

It shall be the responsibility of the Managing Partner:

- to develop the annual budget and monitor the overall finances of the Publication
- secure the approval of each year's budget, including the subscription pricing and page counts, from each of the Financial Sponsors.
- submit initial budget for the coming year's subscription offerings (media formats), subscription prices, and frequency of publication (number of issues) in accordance with IEEE's budgeting process.

The page count expectation for the coming year will be required of the Managing Partner prior to the submission of the initial budget. While the IEEE accounting group reserves the right to change its financial schedule, for purposes of illustration only, the initial budget is usually due on June 1 and the first iteration of the budget is received on July 2.

The Chair with assistance from the Managing Partner shall be responsible for developing and providing all Committee members and the appropriate personnel with the minutes to each of the Committee meetings. In particular, the Chair shall provide copies of the minutes to the Financial Sponsors' to ensure a flow of communication remains open between the Committee and the Financial Sponsors. Financial Sponsors may also request and receive status reports about the Publication from the Chair at any time.

The Committee shall meet as needed, in person or via web conference/teleconference, no less than once per year, to review the progress of T-MI and prepare the budget of the T-MI. It is preferable that the Committee meet during ISBI, when the location of the event is domestic. 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 required fraction of the Committee approves the proposed action with regard to the matter. Travel costs for the Chair, Steering Committee representatives, the Editor-in-Chief of the Publication and support staff to attend the Steering Committee meeting as well as the actual meeting expenses for the Committee shall be budgeted as an administrative expense and borne by the Publication; therefore, these travel and meeting expenses should be incorporated into the Publication's annual budget.

Each Society delegate must be appointed by his/her Society President, shall serve a two-year appointment commencing Jan. 1, and may be re-appointed for one additional term. Society delegates may be reappointed to the board after a five year hiatus from their prior term of up to four years. This limited-term requirement shall be applied retroactively to Steering Committee members who have served in 2013 and previously. Sponsoring societies can remove any of their representatives from office at their own discretion simply by notifying the Chair of such action. Each delegate shall have equal (one) vote on matters before the Steering Committee. Representatives unable to attend the Steering Committee Meeting can participate by teleconference or by transferring their voting privilege to another member of the Steering Committee, provided the Chair is notified in

writing of the proxy transfer one week prior to the meeting. The chair shall only vote in the event of a tie.

New partners (either financial or technical) can request to participate in T-MI. Upon receipt of request to participate, the T-MI Steering Committee will review the request and can approve the addition of a new partner with a majority vote of the Presidents of the Sponsoring Societies. New financial or technical sponsors will begin their partnership of T-MI at the next available MOU renewal.

The Steering Committee shall elect its Chairperson from amongst its current voting, delegate membership. The Chairperson shall serve as the focus for Committee communications and shall direct, on behalf of the Committee, the operational matters of the Committee to the Financial Sponsors. The Chair shall be chosen from among current members of the Steering Committee and shall serve for a term of two years, non-renewable. The Chair shall vote only to break a tie.

EDITOR

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.

All sponsors shall solicit candidates for EiC consideration in accordance with IEEE Policy & Procedures.

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
- Select Associate Editors and members of the Editorial Board for the approval by the Steering Committee
- Provide input and approve the assumptions created by IEEE staff to help create the page budget, present the page budget for submission to the Steering Committee for approval as part of the overall budget approval process
- Ensure that the Periodical follows IEEE Policy and Procedures
- Create the technical content of the Periodical in accordance with the established scope and areas of interest
- Execute policies as established by the Editorial Board and approved by the Steering Committee
- Oversee the content of the Journal website
- Serve as ex-officio, non-voting member of Steering Committee

To run the T-MI Editorial office, the EiC will receive funds for administrative staff support from the T-MI budget. The Managing Partner will be responsible for working with the EiC to identify the appropriate staff and then make proper arrangements for hiring according to IEEE Policy & Procedure.

Travel funds for the EiC to attend appropriate meetings (IEEE POE, Periodical Reviews) and conferences (ISBI, etc.) will be budgeted and reimbursable to the EiC through the T-MI budget. 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 and 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 EiC shall be elected for a three-year term by a two-thirds vote of the Committee, renewable once.

EDITORIAL BOARD

The Periodical shall have an Editorial Board to insure appropriateness and quality of submitted manuscripts to the peer review process and other day-to-day matters normally within the purview of an Editorial Board of an IEEE Journal. The Editor-In-Chief shall select with approval by the Steering Committee Associate Editors to form an Editorial Board as may be appropriate. Associate Editors shall have a term of two years, renewable for one additional two-year term. He or she must then step down for at least a year before being re-considered for the same position. The function of the Editorial Board shall be to review and offer guidance to the technical content of the Periodical. The function of the Editor(s) shall be to implement the policies established by the Editorial Board and approved by the Steering Committee.

EDITORIAL POLICY

Editorial selection and review shall be consistent with the policies and procedures of IEEE, including but not limited to the IEEE PSPB Operations Manual and as expressed in sections A and B below.

- A. As a matter of principle, the Financial Sponsors shall direct the Editors of their other publications to forward suitable material to the Publication. The Committee shall develop procedures for the Financial Sponsors to (a) to request, prepare, and publish special issues of the Publication, and (b) to direct papers not within the scope of the Publication to other Financial Sponsor publications for consideration.
- B. Authors of Financial Sponsor conference, symposium, or workshop papers are encouraged to update and significantly rewrite their papers and submit them to the Publication for consideration to be published as original papers.

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.

PERIODICAL SCOPE

The current scope of the Publication is as follows:

“TRANSACTIONS ON MEDICAL IMAGING (T-MI) encourages the submission of manuscripts on imaging of body structure, morphology and function, including cell and molecular imaging and all forms of microscopy. The journal publishes original contributions on medical imaging achieved by modalities including ultrasound, x-rays, magnetic resonance, radionuclides, microwaves, and optical methods. Contributions describing novel acquisition techniques, medical image processing and analysis, visualization and performance, pattern recognition, machine learning, and related methods are encouraged. Studies involving highly technical perspectives are most welcome. The focus of the journal is on unifying the sciences of medicine, biology, and imaging. It emphasizes the common ground where instrumentation, hardware, software, mathematics, physics, biology, and medicine interact through new analysis methods. Strong application papers that describe novel methods are particularly encouraged. Papers describing important applications based on medically adopted and/or established methods without significant innovation in methodology will be directed to other journals.”

This scope can be changed after approval by the Publication’ Management Committee as well as each of its sponsoring partners. Formal scope change approval and implementation processes in existence within the IEEE

at the time of the change consideration shall also be followed.

PERIODICAL COVER AND NON-MEMBER MARKETING MATERIALS TREATMENT

All financial and technical sponsors are required to advertise T-MI quarterly to their membership; distribute any call for papers for Special issues or Sections of the Journal and provide a weblinks from their Society Publication website to the T-MI website.

The cover 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 Financial Sponsors. The Publication will also promote its indexing in Medline/PUBmed.

SUBSCRIPTIONS and FULLFILLMENT

All Sponsors shall offer the Periodical to their Society members according to the rates established by the Steering Committee and confirmed by the participating Financial Sponsors. The Steering Committee 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-MI shall not be included in any sponsoring Society's member digital library.

ARBITRATION

In the event of a disagreement regarding the Periodical among the Financial Sponsors, 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.

PRESIDENTIAL OVERSIGHT

The sponsoring Society Presidents shall meet at least once a year during the Technical Activities Board meeting series to review the progress of T-MI, and shall participate in additional meetings deemed necessary at the discretion of any of the Society Presidents, which shall be arranged by the Administrative Partner.

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

If the T-MI budget deviates by more than 25%, from the planned document, approval will be required from the President of every Financial Sponsor. The Managing Partner shall plan its operation and develop a budget which encompasses, at least, the following factors:

- The budget shall be constructed so that the financial performance in any year shall not be negative;

- 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.

AGREEMENTS & DURATIONS

The term of this agreement shall begin 1 January 2017 and continue through 31 December 2019 unless terminated in accordance with this agreement prior. A Financial Sponsor may withdraw from Financial Sponsorship upon written one-year notification to the other Financial Sponsor's President, Vice President of Publications, and Executive Director (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 three 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).

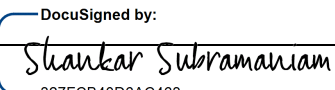
Upon termination of this agreement or the termination of the Publication, the Financial Sponsors agree to the following terms:

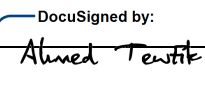
- A. The Publication shall cease publication at the end of the next calendar year, or earlier, as mutually agreed to by all Financial Sponsors. This will allow for planning and communication surrounding how to most effectively transition operations keeping in mind the need for communication and coordination 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.

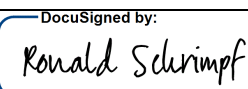
IMPLEMENTATION

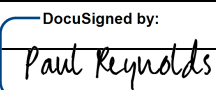
This Agreement shall be acted upon by the Presidents of the Financial Sponsors with the approval of their respective Board of Governors (BoGs) or Administrative Committees (AdCom). This Agreement, upon approval by the appropriate IEEE Technical Activities or other IEEE Boards, shall become a part of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

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

Signature	 <small>DocuSigned by:</small> <small>327FCB40D6AC463...</small>	
Name	Shankar Subramaniam	
Title	President	
Society/Council	Engineering in Medicine & Biology	
Date	2/12/2020	

Signature	 <small>DocuSigned by:</small> <small>692E493B0D02413...</small>	
Name	Ahmed Tewfik	
Title	President	
Society/Council	Signal Processing Society	
Date	2/13/2020	

Signature	 <small>DocuSigned by:</small> <small>E9FEC9AB7E80492...</small>	
Name	Ronald D Schrimpf	
Title	President	
Society/Council	Nuclear and Plasma Sciences Society	
Date	2/14/2020	

Signature	 <small>DocuSigned by:</small> <small>81708B014E044F0...</small>	
Name	Paul Reynolds	
Title	President	
Society/Council	Ultrasonics, Ferroelectrics and Frequency Control Society	
Date	2/15/2020	