

## **A335.1 EDITORIAL BOARD, NATURAL SCIENCES EDUCATION**

A. Status: Special Committee

B. Composition and Tenure:

The Editorial Board of the Natural Sciences Education consists of the following persons:

The Editor-in-Chief of ASA,

The Editor of Natural Sciences Education,

The Associate and Consulting Editors of the journal,

The Chief Executive Officer, Headquarters Publications Director, and the Managing Editor are Ex Officio members, without vote.

Each serves as a member of the Editorial Board for the duration of his/her term in the position indicated above.

### **Per ASA Bylaws, Article X. Publications:**

SECTION 1. The board of directors shall determine the general nature, number, and editorial policy and practices of publications of the society and shall solicit recommendations on these matters from persons in editorial positions. Maintenance of editorial standards of the society shall be under the direction of the editor-in-chief through the various editorial boards and committees of the society.

SECTION 2. The society shall publish an official technical journal which carries papers, official notices, committee reports, and other items of society business. This journal shall be known as *Agronomy Journal*.

SECTION 4. The editor-in-chief shall be nominated by the president and confirmed by the board of directors. The term of office for the editor-in-chief shall be for 3 years. The appointment may be terminated at any time by a two-thirds majority vote of the voting members of the board of directors. The editor-in-chief shall provide leadership and coordinate the approved editorial policies and practices of all publications of the ASA.

SECTION 5. Editorial boards shall be responsible for the content and quality of the Society's journals. Each journal editorial board shall consist of the editor-in-chief, editor, and such other persons as are necessary to accomplish editorial responsibility promptly. The appointment of an editor may be terminated at any time by a two-thirds majority vote of the voting members of the board of directors. The position of editor of a journal, and the appointee, shall be separate from that of editor-in-chief.

The ASA Editor-in-Chief, on behalf of the ASA President, appoints the Editor of Natural Sciences Education. The ASA Editor-in-Chief may consult with the retiring Editor and senior Associate Editors before making the recommendation. The Editor of the journal is appointed for a term of three years. All ASA journals use an open call process for Editor. He/she serves as Chair of the Editorial Board and exercises continuing oversight of the review and editorial processes.

Before an Editor is reappointed to a second three-year term, he/she is asked by the appropriate society Editor-in-Chief if he/she agrees to serve another term. Technical Editors and others will be contacted to determine whether the current Editor has support to continue in the position and whether there are any concerns. The Editor-in-Chief then makes a recommendation to the society Board of Directors, who make the final approval. If the Editor has completed two terms of service (six continuous years), does not desire to serve a second term, is terminated or non-renewed based upon action by the Board of Directors, or is unable to continue to serve for any reason, then an open call article will be published in CSA News. In some cases, an Interim Editor may be appointed by the Editor-in-Chief after approval of the Board of Directors. After the closing date published in the open call article, the Editor-in-Chief and the Executive Committee will review the applicants and make a recommendation to the Board of Directors for final approval.

The Editor appoints the journal's associate editors on behalf of the ASA President. The associate editors of the journal serve for terms of three years and are eligible for reappointment for one additional term.

The Managing Editor is an employee of ASA and supervises production of the journal.

C. Functions:

1. To establish editorial procedure by which manuscripts are received, reviewed, revised, accepted, and published, or rejected.
2. To review and process manuscripts submitted for publication in Natural Sciences Education.
3. To recommend policy with respect to the journal for consideration by the ASA Board.
4. To promote the journal with regard to subscribers, manuscript submissions, and general visibility to Society members and others.

5. To hold a meeting of the Editorial Board during the Annual Meetings of the Society to review the status of the journal and to prepare recommendations for the ASA Board of Directors.
6. To assist the Editor in preparation of a written annual report to be submitted to the ASA Board of Directors.

D. Editor's Responsibilities:

1. The Editor of Natural Sciences Education appoints Associate Editors for the journal after consultation with the ASA Editor-in-Chief and on behalf of the ASA President. Copies of all letters of appointment must be forwarded to the ASA President and the Headquarters Office.
2. Associate Editor appointments shall be made in sufficient time that appointees may attend the Editorial Board meeting held at the Society's(ies) Annual Meeting.

E. Presidential Responsibilities:

The ASA President:

1. Exercises oversight so as to be aware of any substantive problems arising in connection with the management of the journal and, after consultation with the ASA Editor-in-Chief and the Editor of the journal initiates recommendations to the Executive Committee and/or ASA Board of Directors to alleviate the problems.
2. Cooperates with the Editorial Board in its activities, as appropriate or in response to need.