

ACS320 BOOK AND MULTIMEDIA PUBLISHING COMMITTEE

A. Status: Special Committee

B. Composition and Tenure:

The Committee consists of a Chair, the three Society Editors-in-Chief, and representatives from all three Societies. The committee Chair rotates among the ASA, CSSA, and SSSA. One of the appointed members who has served at least two years on the Committee is selected after consultation with the retiring Chair and the Editors-in-Chief.

The following persons are Ex Officio members of the Committee: The Publications Director, Managing Editor, and Books Acquisitions Editor from the Headquarters office (who serve as non-voting liaison with the Headquarters staff).

Committee members serve three-year terms and may be reappointed. The Chair serves a three-year term and is eligible for reappointment for a second 3-year term but not a third without an intervening 3-year period. The Chair rotates among ASA, CSSA, and SSSA.

C. Functions:

1. To receive and review book and multimedia publishing proposals and approve or reject the proposed publication on the basis of:

Importance of the subject to agronomic and environmental sciences

Quality and quantity of content

Scope and nature of contents

Probable demand and need for the proposed publication

Existence of, or plans for, publications on the same topic

The Committee may release a proposal and request it be resubmitted with improvements, such as inclusion of additional subject matter, chapter authors, or Editorial Committee members.

2. To explore and prioritize topics for development and publication, with the goal of ensuring ASA, CSSA, and SSSA are the preeminent publishers in the agronomy, crop, and soil sciences. To identify editors and authors expert in these fields, and solicit manuscripts on these topics.

3. To identify and prioritize potential derivative publications and new editions of existing titles.

4. To recommend policy with respect to publishing activities for consideration by the ASA, CSSA, and SSSA Boards of Directors.

5. To promote ASA, CSSA, SSSA publications with regard to sales, manuscript submissions, and general visibility to Society members and others.

6. To prepare an annual report of Committee activities for submission to the ASA, CSSA, and SSSA Boards of Directors.

7. When deemed appropriate, the Committee may review an Editorial Committee's outline of subject matter, selected authors, and the status of the manuscripts to determine if they are consistent with the original intent of an approved proposal. The Committee may recommend termination of a project on the basis of this review.

D. Editor-in-Chief Responsibilities:

1. On behalf of the Presidents, the Book Committee Chair may appoint members from each of the Societies to serve on the Book and Multimedia Publishing Committee. On behalf of the President, the Editors-in-Chief appoint the Chair. The Editors-in-Chief may recommend a Chair to the President. Copies of all letters of appointment must be forwarded to the President and the Headquarters office.

E. Duties of Headquarters Staff:

1. Headquarters staff conducts a financial analysis of proposals, and viable proposals are forwarded to the Book and Multimedia Publishing Committee.
2. Headquarters staff supports the editorial committee during development of a title and oversees production and sales of the final publication.