2022 Journal Editorial Board Orientation
Welcome and Staff Introduction

Becky Funck, Senior Editorial Manager
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Staff

ACNESS Publications Department

Director of Publications
Matt Wascavage

JOURNALS
Senior Editorial Manager
Becky Funk
Managing Editors
Ann Edahi
Liz Gebarot
Emily Mueller
Kaitlin Miller
Matt Nilsson
Production Editors
Mary Ellen Archer
Beverly Lindeen
Copy Editor
Kelsey Stanczak

MAGAZINES
Managing Editor, Magazines
Matt Nilsson
Science Editor and Writer
DJ McCauley

BOOKS
Managing Editor, Books
Richard Easby

OPERATIONS
Publications Marketing and Operations Manager
Lauren Coleman
Publications
Abby Morrison
Operations Assistant/Graphic Designer
Karen Brey
Overview of ACSESS Portfolio

Matt Wascavage, Director of Publications
mwascavage@sciencessocieties.org
Publications Summary

• ACSESS, on behalf of the ASA-CSSA-SSSA, publishes 13 journals, two magazines and book library in partnership with Wiley

• Our publications are available on the Wiley Online Library at acss.onlinelibrary.wiley.com

• The societies retain full ownership and editorial decision-making regarding all aspects of the publications

• ACSESS and Editorial Boards are responsible for all submission, peer review, and publishing decisions before release of final content
Partnership with Wiley

Wiley is responsible for:

• Marketing, subscriptions and sales
• Article production and online content hosting
• Publication workflow, schedule, and systems
• Quality assurance
• Support for staff and authors

Background

• Five-year agreement signed in 2019
• Wiley Online Library platform launch in 2020
• Wiley also provides editorial guidance, data reporting, and recommendations to improve publication quality and profitability
ASA-CSSA-SSSA Publications

**Journals** – Hybrid subscription (7) and Gold Open Access (6) scholarly research journals

**Books** - More than 340 volumes published in digital and print formats

**Magazines** - Two magazines for society members and professionals

**Podcast** – Monthly podcast featuring timely research and conversations

**Annual Meeting Presentations** - Abstracts, PowerPoints and audio presentations

**Journal Archives** – Content available from five titles no longer published
Development

- Editorial strengthening initiatives
- Embrace open science
- New, broad publishing initiatives
- Long-range outlook
- Multi-media publishing
- ESSOAr pre-print server
Magazines

- Original and timely content, expanded feature articles
- Video shorts launched
- Promoting special series content, and partnerships
- Expanding Continuing Education Unit offerings to Certified Crop Advisors
ASA-CSSA-SSSA Books

- More than 340 titles in library
- Seven titles released in 2021
- New books offered as ePub
- New and updated books in development
- Leverage internal and Wiley resources to drive book topics and series
- Set five-year publishing plan
Field, Lab, Earth Podcast

Field, Lab, Earth is all about past and present advances in the fields of agronomy, crop, soil, and environmental sciences. Produced by ASA, CSSA, and SSSA, Field, Lab, Earth features timely research and conversations with our authors and is always freely available.

• 71 episodes since 2018
• More than 50,000 downloads
• Added CEU quizzes for all podcasts
• Cross-departmental mini-series
Best Practices

Liz Gebhardt, Managing Editor, CS, UARFS, TPG
egebhardt@sciencesocieties.org
Editorial Resources

**Editor and Reviewer Guidelines.** Editor’s handbook, journal-specific guidelines and position descriptions: https://www.agronomy.org/publications/journals/editors-and-reviewers

**Editor Resources (log-in required).** ScholarOne documentation, editorial policies, journal-specific forms and resources: https://www.agronomy.org/publications/journals/editor-resources/
Editorial Policies

https://www.agronomy.org/publications/journals/author-resources/editorial-policies

Example topics:

- Author statement of ethics
- Conflict of interest definition
- Information on duplication / plagiarism (we screen each paper upon submission)
Keeping Pace with the Industry
Continual education and evolution
What does a Managing Editor do?

The Managing Editor handles papers post-acceptance through to publication. They oversee the production process, as well as working with Wiley on proofing and finalization of proofs. They also make sure the journal publishes on time. They also handle high-level monitoring of all journal-related metrics including time in review.

The Managing Editor works closely with the journal Editor to meet strategic goals. The Managing Editor also uses publishing trends and data to help gauge the health of the journal and make suggestions for future growth.

The Managing Editor is the mainstay of the journal’s Editorial Board. All editorial board members are appointed for specific terms, while the Managing Editor remains with the journal through many Editorial Board changes. The Managing Editor therefore maintains the journal history and uses this to guide editorial boards through transitions.
What you can expect

1. Editorial Board Orientation in January
2. Quarterly journal updates
3. Virtual editorial board meetings, scheduled by Editors and Managing Editors
4. Periodic reporting from ScholarOne with information on your assignments
5. Editorial board meetings held during the ASA-CSSA-SSSA Annual Meeting
6. Celebratory reception highlighting awards held during the ASA-CSSA-SSSA Annual Meeting
Peer Review and ScholarOne

Abby Morrison, Publications Operations Specialist
amorrison@sciencesocieties.org
Manuscript is submitted by the author via ScholarOne.

Manuscript is reviewed by Journal Administrators for proper file formatting and forwarded to the Editor.

Editor reviews the manuscript for acceptability and assigns editorial board members according to subject matter.

The Technical Editor/Co-Editor and Associate Editors review the manuscript and assign reviewers to provide feedback.

A decision is rendered on the manuscript according to the journal’s specific workflow.
What is ScholarOne?

• Manuscript submission site for all ASA, CSSA, and SSSA journals
• Each site has unique URL and database
• Each editorial position has unique dashboard with lists of available tasks
• Also referred to as Manuscript Central
Instructions and Forms. Links for general information on the journal, reviewer guidelines, and author help. Found in top-right corner of each site.

ScholarOne Documentation page (log-in required). Site navigation, documentation for ScholarOne tasks, and FAQ. https://www.agronomy.org/publications/journals/editor-resources/scholar-one/
Journal Administrators

Abby Morrison, Publications Operations Specialist
amorrison@sciencesocieties.org
Agronomy Journal
Crop Science
Soil Science Society of America Journal
Journal of Environmental Quality
Vadose Zone Journal
Journal of Plant Registrations

Karen Brey, Publications Operations Assistant and Graphic Designer
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Agricultural & Environmental Letters
Natural Sciences Education
Urban Agriculture & Regional Food Systems
Agrosystems, Geosciences & Environment
Crop, Forage & Turfgrass Management
The Plant Genome
The Plant Phenome Journal
For additional ScholarOne training...

We are available to host more in-depth training sessions for ScholarOne for your board.

Please request through your Editor if you feel this would be helpful.
Accept to Publish

Emily Mueller, Managing Editor, AJ, NSE & TPPJ
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Workflow

The paper is accepted in ScholarOne → Internal staff runs initial file checks and triggers exports to begin production → Wiley posts the accepted manuscript to Accepted Articles → Wiley runs a pre-edit and pre-tagging software tool on files, handles file quality control

Internal staff manages copyediting process → Manuscript goes back to Wiley for typesetting, proof generation, author proofing → Manuscript goes to internal staff for proofing, author edit check → Additional revision cycles between internal staff and Wiley

Article is published online on Early View → At appropriate intervals: Internal staff completes issue lineup and production
Responsibility Breakdown

Three main portions of content management are handled by Wiley:
(1) pre-tagging at acceptance (before copyediting)
(2) typesetting
(3) author proofing

At headquarters, ACSESS continues to manage:
(1) copyediting
(2) editorial control at all proofing stages
(3) journal issue creation
Our expectations are that our Editorial Boards work together to perform a thorough, quality review. The final accepted paper should be of sound science and need only a technical edit for journal style points. We also ask that we all work together to work towards the most efficient, timely peer review we can provide.

Regarding Wiley’s content management portion of work: The TEs and AEs should not expect any direct contact with Wiley as they do not handle peer-review related tasks. If you do receive any author questions regarding publication/articles post-acceptance, these queries should be forwarded to the journal’s Managing Editor.
Contacts for Editorial Board Members:

For questions pertaining to scientific content or other editorial board matters, contact either the Editor or Technical Editor/Co-Editor.

For questions regarding usage of the ScholarOne peer-review site, contact Abby Morrison.

For any questions or issues involving any stage of publication (post acceptance), contact the journal Managing Editor.
Editor’s Handbook

Chapter 1

Editorial Responsibilities

The handling of all scientific papers submitted to ASA, CSSA, and SSSA is a two-step process. First, the journal editors, together with other members of the editorial board, rapidly review technical editors (affiliated as consultants under the Elsevier Zoon Foundation) and associate editors determine whether a scientific paper represents a significant addition to the literature. If so, it is sent to three referees, with the author to make the final decision on the paper is complete and scientifically sound.

After the referees, the journal editors, technical editors, or associate editors work to decide whether a journal accepts a paper for publication, managing editors work with ASA, CSSA, and SSSA to oversee everything regarding the preparation of the paper to ensure its adherence to ASA, CSSA, and SSSA’s and other recognized rules regarding style, grammar, and quality and economy of presentation.

In the case of professional disagreements among editors, lead editors have the final say regarding matters of scientific content and style, and only the manager editors have the final say regarding matters of grammar and presentation style.

Editors-in-Chief

Each society has an editor-in-chief appointed by the president and confirmed by the board of directors. Each editor-in-chief serves three-year terms and may be appointed for an additional term. These persons have overall responsibility for the publication of the respective societies. The editor-in-chief of each society serves in an advisory capacity on that society’s board of directors.

In 2022, the American Society of Plant Physiologists established a Peer Review Committee (PRC) and appointed its current editor-in-chief as chair. The PRC provides guidance on peer review policies and processes.

The three editors-in-chief are: John R. Hasey (ASA), James G. Wuest (CSSA), and Robert M. Crow (SSSA). Each editor-in-chief serves in an advisory capacity on that society’s board of directors.

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Chapter 2

The Review—Editing Process

The process of reviewing a manuscript into a published technical report is complex, involving numerous people with various areas of expertise. The final goal of all these people is to ensure high standards of the publication and in the editors present their information clearly, succinctly, and conforming to style.

Before the Review Begins

As noted in Chapter 1, a paper must be accepted for publication in an ASA, CSSA, or SSSA journal. Each technical editor assigned to a manuscript has been trained to ensure that the paper meets the standards of the respective society. The following responsibilities are held by the editor-in-chief.

The editor-in-chief is responsible for the publication of the respective society. The editor-in-chief of each society serves in an advisory capacity on that society’s board of directors.

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Nonnonscientific Problems

Non-scientific problems related to a paper that “test the study for review” and require reevaluation by the paper is deemed to be the reviewing process.

Structural Problems

Structural problems include, but are not limited to, each title to lack of line recording, page numbers, or double spacing. Minor form or layout issues are also considered. Minor form or layout issues are also considered, but not limited to, the kinds of review processes. The primary focus of the review processes is to ensure the content of the manuscript should be considered and the author instructed to contact professional editors.

Problems with English as a Second Language

Manuscripts from authors whose first language is not English may present difficulties. Correctly, we do not provide editorial services for papers. Any necessary help from English as a second language should be obtained through the assistance of a professional editor.

Chapter 3

Journal Histories, Management, and Editorial Procedures

The procedures for handling manuscripts and the duties of individual editors, lead editors, and journal editors vary from journal to journal. This chapter outlines these procedures for each journal. It also gives the bylaws and policies of the journals’ respective boards.

Each of the societies, ASA, CSSA, and SSSA, publishes a guide to journal, the agreed-upon rules for each journal. The three editors have the authority to publish additional journal guidelines to address specific requirements of the society.

General Procedures

Contributions to all ASA, CSSA, and SSSA journals must be prepared according to instructions given in the Editorial Handbook and the journal. Each journal has its own editorial policies and procedures. Table 2.1 provides a summary of the publication processes and the general procedures.

Appendix A includes a summary of the procedures. Each journal has an editor-in-chief and a team of editors. The editor-in-chief is responsible for the publication of the society’s journal.

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Marketing Overview

Lauren Coleman, Publications Operations & Marketing Manager
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2022 Marketing Priorities

01
Increase submissions to journals by at least 5%. Larger journals will work to increase submissions from underserved geographical areas and increase the quality of submissions.

02
Increase usage of published papers.

03
Recruit authors, reviewers and editors from diverse backgrounds.

04
Enhance visibility and reputation of journal portfolio within both ASA-CSSA-SSSA membership and the greater industry.
1. Attend and sponsor relevant science conferences to meet and network with subject matter experts.

2. Connect with the research community through social media and email marketing, as well as targeted advertising campaigns.

3. Host webinars with partner societies to present new research to scientists in our industry.

4. Observe global awareness events with free-to-read virtual issues and social media advertising.

5. Publicize the latest research through media pitching, web stories and magazine articles.
Questions?