

IEEE SSIT BOG Meeting 4/5/2003

Treasurer's Report

Membership as of 2/28/2003:

Regular: 1095

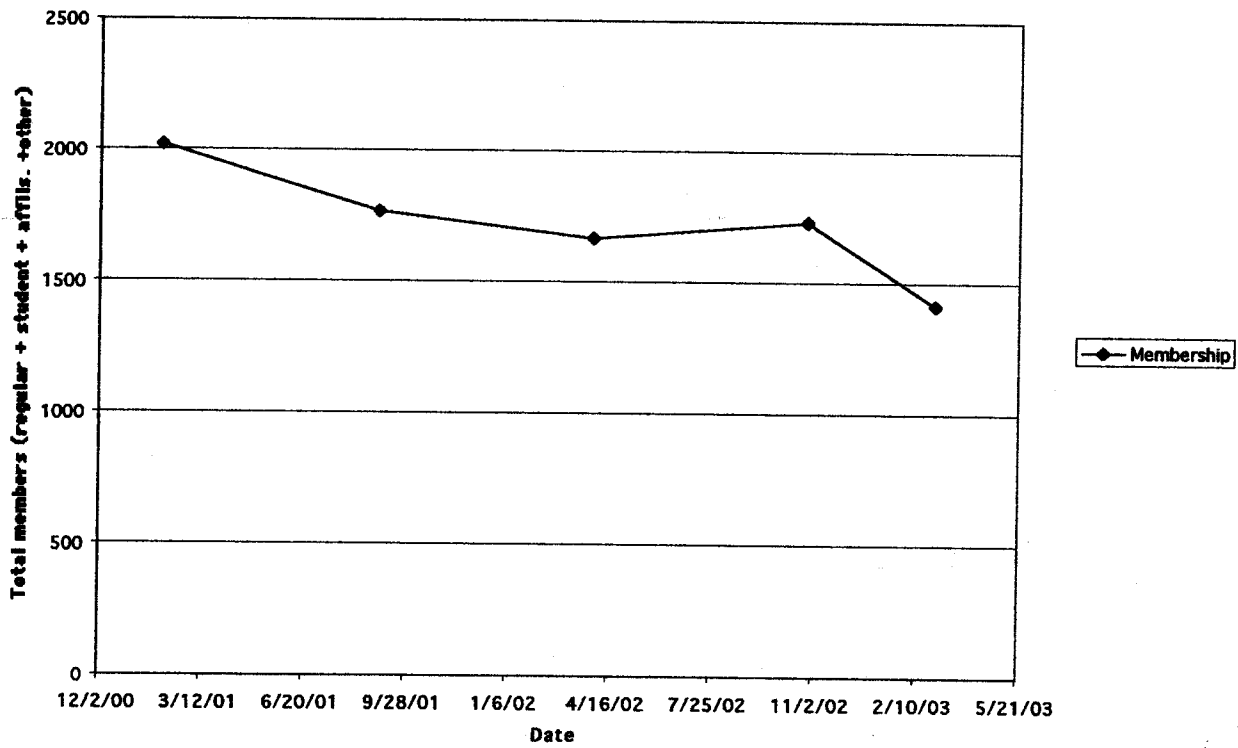
Student: 133

Affiliate: 25

Other: 166

Total: 1414 + 563 arrears = 1982

SSIT Total Membership vs. Time



IEEE
SOCIETIES & COUNCILS
Current Period: FEB-03

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currency USD
Business Unit=0300 (Social Implications of Tech)

NAME	I N C O M E			E X P E N S E			N E T S U R P L U S (D E F I C I T)			
	ANNUAL BUDGET	Y E A R T O D A T E		ANNUAL BUDGET	Y E A R T O D A T E		ANNUAL BUDGET	Y E A R T O D A T E		
		BUDGET	ACTUAL		BUDGET	ACTUAL		BUDGET	ACTUAL	VARIANCE
INVESTMENT RETURNS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
PERIODICALS	174.4	75.9	61.6	100.9	7.4	22.8	73.5	68.5	38.7	-29.8
NEWSLETTERS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
NON PERIODICAL SALES	0.6	0.1	0.0	0.8	0.0	0.2	-0.2	0.1	-0.2	-0.3
MEETINGS/CONFERENCES	31.8	5.3	0.0	-20.9	5.0	0.0	52.7	0.3	0.0	-0.3
GRANTS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
ADMINISTRATION	0.0	0.0	0.0	79.9	8.4	8.4	-79.9	-8.4	-8.4	0.1
COMMITTEE/OTHER	0.5	0.1	0.0	1.1	0.1	3.5	-0.6	0.0	-3.5	-3.5
TOTAL	207.3	81.4	61.6	161.8	20.9	34.9	45.5	60.5	26.7	-33.8

IEEE SSIT Publications Committee Report

**Ronald Kline
Janet Rochester
Michael Loui, Chair**

April 5, 2003

Since January, the committee has focused on the selection of a new Editor for *Technology and Society Magazine*. An announcement in the Winter 2002/03 issue of the magazine invited applications by e-mail to Janet Rochester by January 31. We received three complete applications. After reviewing the applications, we decided to interview two finalists. We conducted the interviews via 30-minute telephone conference calls on March 5 and on March 6. Thereafter, we discussed the strengths and weaknesses of the finalists via e-mail.

The committee recommends unanimously that applicant Joseph Herkert be offered the position of Editor.

Publications Committee Report 5 April 2003

Michael Loui/Janet Rochester

T&S Magazine: The publication schedule is as follows:

Summer 2003 - Herkert conference issue

Fall 2003 - Special issue on women and minorities in IT

Winter 2003 - Regular issue

TBD 2004 - Special issue on nanotechnology approved at meeting in November 2002

TBD 2004 - Special issue of conference papers from Amsterdam conference

The papers that will not be used in the Fall 2003 special issue will be submitted as regular papers for publication in a regular issue; there will be no second special issue.

208

We are currently publishing ~~192~~ 208 pages per year. Aarne has a backlog of papers worthy of publication, so we are seeking a page increase for 2004. The page price for our contract with the IEEE will be \$140 per page, which we should keep in mind when considering an increase in pages.

Roles and Responsibilities of Editor, Managing Editor, Editorial Board, and Publications Committee

The editor is responsible for magazine content, including solicitation, selection, and receipt of papers; selecting reviewers and ensuring a fair and timely review process; assessment of suitability for publication based on reviewers' comments; editing; correspondence with authors and reviewers; scheduling when material appears; and coordinating with guest editors of special issues and the managing editor to meet publication deadlines.

The editor varies the content of the magazine to include opinion pieces, letters to the editor, features and columns as appropriate to reflect reader or topical interest.

The editor chooses the size for each type of material (for example, more short articles rather than few long ones) and edits or arranges with authors to edit material if needed to meet defined word or page counts or if material exceeds specified limits.

The editor approves art work for the cover and articles as proposed or recommended by the managing editor.

The editor is appointed by the President with advice and consent of the Board of Governors. As such the editor is considered an Associate (non-voting) member of the Board of Governors.

The editor suggests or approves special issues and guest editors of non-ISTAS issues of the magazine prior to approval by the Editorial Board and the Board of Governors.

The managing editor's responsibilities are defined in a contract between the managing editor and SSIT. Responsibilities specified in the contract include: magazine management through publication; issue organization, management and assembly; editing (this may include substantial copy-editing focusing on style and clarity), writing including short articles and interviews, continuing issue management; author galleys; art assembly and file preparation; issue covers; proof-reading, quality control and follow-up; guest editor and new editor contact; long-range planning; additional liaison and Society and Magazine services.

The managing editor ensures that the magazine meets IEEE style guidelines and is the contact with IEEE staff in the production department.

The managing editor researches and proposes cover art to the editor.

The managing editor is appointed by the President with advice and consent of the Board of Governors. As such the managing editor is considered an Associate (non-voting) member of the Board of Governors.

The T&S Editorial Board consists of the chair of the Publications Committee, the T&S editor and one other person. The board is responsible for approving special issues and guest editors for non-ISTAS special issues of T&S, for establishing and ensuring that editorial policy is followed, and for providing a process for an author to appeal an editor's decision.

The Publications Committee consists of the Editorial Boards of all SSIT publications. It serves as liaison between the editor and managing editor and the SSIT Board of Governors. It recommends special issues after approval by the editor and the Editorial Board.

It recommends changes to the magazine, such as use of color, page count and design changes, based on recommendations from the editor, managing editor, and designer, or to meet IEEE requirements.

It recommends changes to the managing editor's contract.