4.3.1 IEEE PRESS Editorial Board Charter

A. GENERAL
The IEEE PRESS Editorial Board is an organizational unit of, and
reports to, PSPB.

B. SCOPE
1. Duties. The IEEE PRESS Editorial Board shall be responsible for
defining and overseeing the mission of the IEEE PRESS, as
specified in Section 8.3.4.
2. Meetings. Meetings shall occur at least once per year and be
chaired by the Editor in Chief.

C. FUNCTIONS
The IEEE PRESS Editorial Board consists of experts in their own field
and as such it collectively:
1. Reviews and approves the policies of the IEEE PRESS and makes
recommendations for operational improvements.
2. Complements the IEEE PRESS staff by adding scientific
perspective on the activities of the IEEE PRESS.
3. Provides scientific expertise and guidance.
4. Provides input on "Emerging and Hot Topics" and areas of
interest for potential book titles and electronic media as well as
potential authors
5. Provides input on the importance and quality of proposed book
titles and electronic media.

D. COMPOSITION
Voting Members
Board members may be proposed to the PSPB Nominations and
Appointments Committee by the Board itself, by the Editor in Chief, or
by the publisher, and shall be approved by PSPB. The minimum
number shall be seven and no more than 13.
• The Board shall be chaired by the Editor in Chief, who shall
represent the IEEE PRESS Editorial Board on PSPB.

Non-Voting Members
- PSPB Chair
- Staff positions as appointed by the IEEE Executive Director
- Staff Executive - Publications

Corresponding Members
• Society Liaisons to IEEE PRESS are delegated by the officers of
IEEE Technical Societies to work with IEEE PRESS staff and
volunteers. They are invited to attend the annual IEEE PRESS
Editorial Board Meeting. The Society Liaisons identify promising
projects and authors, and recommend projects to be sponsored
by the Society for publication by IEEE PRESS. Each society shall define the term of service for their respective Liaison.

E. MEMBERSHIP REQUIREMENTS
All voting members of the IEEE PRESS Editorial Board shall be IEEE Members, Graduate Student Members, Senior Members, or Fellows.

F. TERMS OF OFFICE
1. The Editor in Chief shall serve a two-year term, beginning 1 January, with the possibility of re-appointment for another two-year term. The number of consecutive terms shall not exceed two.
2. All other voting members serve three-year terms, beginning 1 January, with the possibility of re-appointment to one additional three-year term. The number of consecutive terms shall not exceed two.
3. The total number of consecutive years for combined service as a member and the Editor in Chief shall not exceed 10 years.

Coverage of all technical areas of the IEEE shall be considered when choosing members.

G. COMMITTEES REPORTING TO IEEE PRESS EDITORIAL BOARD
Reporting to the IEEE PRESS Editorial Board shall be the following Committees:
1. Standing Committees
   None
2. Ad Hoc Committees
   The Chair of the IEEE PRESS Editorial Board may create Ad Hoc Committees to address specific issues or deal with special situations as deemed appropriate. The Chair of each such Ad Hoc Committees must be a member of IEEE PRESS Editorial Board and shall be appointed by the IEEE PRESS Editorial Board Chair.

H. FINANCIAL AND ADMINISTRATIVE SUPPORT
The principal financial support for the IEEE PRESS Board shall be provided through the normal budgetary processes of. Administrative support for the IEEE PRESS Editorial Board will be provided by the IEEE Publications department.

I. MEETINGS
Meetings of the IEEE PRESS Editorial Board shall occur at least once per year and be chaired by the Editor in Chief.

J. REPORTS
The IEEE PRESS Editorial Board will issue the following reports:
1. Minutes of the annual IEEE PRESS Editorial Board Meeting.
2. Informational reports by the IEEE PRESS Publisher to each PSPB
meeting.

K. CHANGES TO CHARTER
Changes to this Charter must conform to IEEE Bylaws and IEEE Policies and be approved by PSPB.