

4.3.6 IEEE Thesaurus Editorial Board Charter

A. GENERAL

The IEEE Thesaurus Editorial Board is an organizational unit of, and reports to, PSPB.

B. SCOPE

The editorial mission of the IEEE Thesaurus Editorial Board shall be to maintain and update the IEEE Thesaurus so it remains current with IEEE's technical areas of interest.

C. FUNCTIONS

The IEEE Thesaurus Editorial Board shall:

1. Periodically review and make recommendations for changes to the IEEE Thesaurus.
2. Complement the Publications Operations staff by providing scientific, engineering, and technology perspective to the on-going development of the IEEE Thesaurus.
3. Provide input on the special vocabulary used in existing and potential IEEE technical periodicals, conference proceedings, and other information products.
4. Share the Board's efforts and results with interested IEEE OUs, such as the IEEE Standards Association.

D. COMPOSITION

The IEEE THESAURUS Editorial Board shall consist of a minimum of 11 voting members, as well as non-voting and corresponding members as follows:

Voting Members

- The voting members shall consist of no more than one voting member from each IEEE Division, plus the Chair.
- The Chair shall have served as a member of the IEEE Thesaurus Editorial Board prior to being appointed Chair.
- Board members may be proposed to the PSPB Nominations and Appointments Committee by the Board itself, by the Chair, or by the Director, Publications Operations, and shall be approved by PSPB.
- The Chair of the IEEE Thesaurus Editorial Board shall represent the Board on PSPB.

Non-Voting Members

- PSPB Chair
- No more than one Corresponding Member from each of the IEEE Societies and Technical Councils.

Staff positions as appointed by the IEEE Executive Director:

- Staff Executive - Publications

- Staff Director, Publications Operations
- Manager, IEEE Indexing.

E. MEMBERSHIP REQUIREMENTS

All voting members of the IEEE Thesaurus Editorial Board shall be IEEE Senior Members or Fellows.

F. TERMS OF OFFICE

Each voting member serves a three-year term, beginning 1 January, with the possibility of re-appointment for another three-year term. The number of consecutive terms shall not exceed two.

G. FINANCIAL AND ADMINISTRATIVE SUPPORT

The principal financial support for the IEEE Thesaurus Editorial Board shall be provided through the normal budgetary processes of PSPB. Administrative support is provided by the staff of Publications Operations.

H. MEETINGS

The voting members of the IEEE Thesaurus Editorial Board shall hold at least one meeting a year.

I. REPORTS

The IEEE Thesaurus Editorial Board will issue the following reports:

1. Activity reports from Editorial Board Chair shall be made at least annually at a PSPB meeting
2. Information reports to the Corresponding Members.

J. CHANGES TO CHARTER

Changes to this Charter must conform to IEEE Bylaws and IEEE Policies and be approved by PSPB.