

# **Policies & Procedures - 5.6.1**

## **Communications Magazine**

- approved 3/99 -

### **Objectives**

*IEEE Communications Magazine* provides timely information on all aspects of communications: monthly feature articles describe technology, systems, services, market trends, development methods, regulatory and policy issues, and significant global events. These articles are complemented by a variety of departments, including: Conference Calendar, Book Reviews, the *Global Communications Newsletter*, Scanning the Literature, New products and Product Spotlights, Society News, Your Internet Connection, News from JSAC, and the CommuniCrostic puzzle.

### **Organizational Structure**

*IEEE Communications Magazine* is edited by an Editorial Board, made up of an Editor-in-Chief, Senior Technical Operations Editor, Senior Technical Editors, Technical Editors, Associate Technical Editors, Feature Editors, Technical-Committee Liaisons; and supported by the Production Staff.

The Editor-in-Chief is a member of the Magazines Board. The Editor-in-Chief directs magazine technical content, approves all articles and feature topics, special issues, and series, selects Guest Editor assignments, manages the Technical Editors, and establishes future magazine technical policy. The Editor-in-Chief interacts with ComSoc Interactive Magazines Editor to insure a healthy on-line version of the Magazine.

Members of the Editorial Board are appointed to their position by the Editor-in-Chief, drawing upon a field of candidates from the membership at large, with special attention given to individuals who have previously served in related capacity and/or specialized in a technical area of interest to the Magazine. The Editor-in-Chief shall confer with the Director of Magazines in making a selection. All members of the Editorial Board shall serve a nominal two- year term, with terms extendable to another year, based on mutual agreement of the Editor-in-Chief and the Member of the Editorial Board.

The Senior Technical Operations Editor is responsible for processing all articles received from the open call. Senior Technical Editors review proposals for new Feature Topics and Special Issues. Technical Editors and Associate Technical Editors serve as review liaisons by organizing the review process for articles submitted to the magazine or liaisons for Feature Topics or Special Issues by helping guest editors in their duties. Technical Editors and Associate Technical Editors also propose and solicit new articles or complete issues of the magazine.

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