

Policies & Procedures - 5.6.3 ComSoc e-News

- approved 3/99 -

Objectives

IEEE *ComSoc e-News* provides timely information about current activities of the IEEE Communications Society to its members and all other interested professionals and researchers. Through electronic means, it attempts to keep its subscribers well informed with a variety of news items related to ComSoc activities, publications, awards, technical committees, conferences, books, and call-for-papers. It complements and promotes the ComSoc web site by actively distributing brief news items to its subscribers with pointers to the ComSoc web site. It promotes awareness of the Communications Society around the world and encourages involvement by society members and non-members.

Organizational Structure

The content for *ComSoc e-News* is the responsibility of an Editor who normally serves for two years.

The Editor may appoint a small (formal or informal) board of assistant editors at his discretion. Their role is to regularly collect newsworthy information about ComSoc activities from key individuals including the publications' directors, magazine and journal editor-in-chiefs, technical committee officers, awards committees, conference organizers, and ComSoc staff.

The distribution and maintenance of *ComSoc e-News* are handled by ComSoc staff.

Activities

ComSoc e-News is currently published bimonthly via e-mail and archived in the ComSoc web site. Each bimonthly issue contains brief news items about ComSoc activities, publications, awards, technical committees, conferences, books, and call-for-papers. These news items are collected and composed by the Editor (and assistant editors) with input solicited from key

ComSoc individuals. After the contents of each issue are finalized, the ComSoc staff distributes the issue by e-mail to subscribers and archives the issue on the ComSoc web site.

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