

Agreement Regarding the *Journal of Lightwave Technology* Among the Sponsoring IEEE Societies

INTRODUCTION

The following IEEE Societies shall jointly sponsor the *Journal of Lightwave Technology*, hereafter referred to as the *Journal*:

Aerospace and Electronic Systems Society
Communications Society
Electron Devices Society
Instrumentation and Measurement Society
Lasers and Electro-Optics Society
Microwave Theory and Techniques Society
Ultrasonics, Ferroelectrics, and Frequency Control Society

STEERING COMMITTEE

An IEEE Steering Committee (hereafter called the Steering Committee) shall act as Trustees for the IEEE, with administrative responsibility for the interests of the sponsoring Societies. The membership of the Steering Committee shall consist of two delegates from each of the sponsoring Societies, and the current and past Editors as *ex officio* members without vote. The delegates must be appointed by their respective Society Presidents for two-year staggered terms, and may be reappointed. Each sponsoring organization shall have one equal vote on matters before the Steering Committee. All actions of the Committee shall be by majority vote of the full voting Committee.

The Steering Committee shall elect a Chairman every two years from among its current membership. The Chairman shall serve as focus for Committee communications and shall direct, on behalf of the Committee, the operational matters of the Committee. Simultaneously with the election of a Chairman, the Committee shall also elect a Secretary and a Treasurer. In addition to the usual duties regarding minutes, reports, records, etc., the Secretary shall serve as Chairman *pro tem* in the absence of the Chairman. When the election to office of a Steering Committee member requires an extension of the member's term of appointment by the sponsoring Society, it is expected that such an extension will take place. This extension will be for either one or two years as necessary, to maintain the staggered appointment with the other delegate.

COORDINATING COMMITTEE AND OSA PARTICIPATION

The intent of the sponsoring IEEE Societies is to publish the *Journal* with the Optical Society of America, Inc.(OSA). The procedural details for this joint publication with OSA are described in the "Agreement for Publication and Marketing of the *Journal of Lightwave Technology* between the Institute of Electrical and Electronics Engineers, Inc. and the Optical Society of America, Inc.," (attached) dated February 2000, and hereafter called the IEEE/OSA Letter of Agreement.

An IEEE/OSA Coordinating Committee, consisting of the Officers of the Steering Committee (Chairman, Secretary and Treasurer), the Editor of the *Journal*, and two OSA representatives, will serve to carry out the details of the IEEE/OSA Letter of Agreement. The Editor and the IEEE Steering Committee Chairman are non-voting members; the other two IEEE representatives and the OSA representatives have one vote each. The chairmanship of the IEEE/OSA Coordinating Committee will alternate between an IEEE representative and an OSA representative, the timing to coincide with the election of Steering Committee officers.

EDITORS AND EDITORIAL BOARD

The IEEE/OSA Coordinating Committee shall appoint an Editor and, as appropriate, Associate Editors taking into consideration recommendations of the Steering Committee. The terms of appointment for these positions shall be three years with a maximum of two consecutive terms. The Steering Committee shall serve the function of an Editorial Board, reviewing and offering guidance on the technical content of the *Journal*.

THE JOURNAL

The Journal of Lightwave Technology is a monthly publication. The Coordinating Committee, as part of the budget process, determines the page count, publication rate and/or addition of supplements as it judges appropriate. Such changes become a part of the budget-approval process of the sponsoring Societies. All papers will be refereed to assure high technical standards.

AVAILABILITY AND PRICING

The Journal will be available for purchase by non-IEEE members, IEEE members who are members of the sponsoring Societies, and others as may be approved by the Steering Committee and appropriate IEEE Boards. In addition, the *Journal* may be made available electronically under conditions approved unanimously by the Steering Committee. Copies of the *Journal* will be provided to OSA for resale to either OSA members or non-members. Based on these sales, OSA will retain commissions as described in the IEEE/OSA Letter of Agreement.

For subscribers who are not members of either IEEE or OSA, subscription pricing shall (1) be in accordance with established TAB Finance Committee practices, (2) be equal whether purchased from IEEE or OSA, and (3) be approved annually by both the Steering and Coordinating Committees. Single-copy sales shall be the responsibility of IEEE.

IEEE and OSA will be free to set their own member subscription prices. For members of the sponsoring Societies, paper copies of the *Journal* shall be made available as an additional-cost option. The price for the option shall be determined by the Steering Committee. For electronic products incorporating the *Journal's* contents (e.g., Web access or CD/DVD-ROMs), pricing will be established by similar means, but may be different from the pricing of paper copies.

FUNDING

The Coordinating Committee shall develop an operating budget prior to March of each year, for approval by the Steering Committee prior to June of that year.

Spring budget approval by a sponsoring Society forms a binding commitment for its proportional financial support of the subsequent year's publication. Finances will be reconciled annually, distributing surpluses or billing deficits among the IEEE sponsors *pro rata* according to the member subscriptions attributable to each sponsor. If unanimously approved, variances less than or equal to 25% of the previous year's post-closing total expenses may be carried over into the following year's budget.

AMENDMENTS

Changes in the procedures specified in this letter will, as required, be enacted by amendments to be approved by a majority of the sponsoring Societies' delegates. Changes in the sponsorship itself, the participation of OSA, or in details of funding will not be permitted in these amendments.

IMPLEMENTATION

This agreement shall be acted upon by the Presidents of each of the sponsoring Societies on behalf of their respective administrative committees. Should any choose not to participate in this agreement, it is understood that their allocated positions on the Steering Committee and their participation in sponsorship or funding of this publication shall be voided. Intent to withdraw from this agreement after ratification must be submitted in writing no less than 12 months prior to January 1st of the intended year of withdrawal. This letter will be a binding agreement upon the parties when approved by the respective administrative committees of the sponsoring Societies and approved by the appropriate IEEE board(s). The original of this letter and of letters of transmittal indicating sponsorship agreement from the respective IEEE Societies will become a part of TAB records.

As Society President, this constitutes my approval of this Letter Agreement on behalf of our Society.

Name:

Society:

Signature:

Date: