

ASBMB Position Description: Publications Committee Member

Position Title: Member, Publications Committee

Description: The Publications Committee shall have responsibility for reviewing all publishing activities of the Society and reporting its recommendations to the Council at all regularly scheduled meetings. It shall advise the Council on policy, ethical, and legal issues that may arise from operations of ASBMB journals. It shall advise the Editor(s) of ASBMB journals on editorial matters. The Committee shall consist of seven members of the Society. Six members, two per year, shall be elected by the Society from a slate of at least four candidates selected by the Nominating Committee. The President will appoint a single member as necessary to maintain an odd number of voting members with approval by the Executive Committee. The Editor(s) of ASBMB journals will be a member(s) ex-officio of the Publications Committee, without power to vote.

Primary Roles and Responsibilities:

- Advise the Council on policy, ethical and legal issues that may arise from operation of ASBMB Journals.
- Provide oversight of publishing activity to ensure ASBMB's publishing portfolio is a significant contributor of revenue to support the Society's mission and that the journals are premiere venues for publishing and engaging with BMB science.
- Oversee and review all journals activities of the Society.
- Advise the Editor(s) of ASBMB journals on editorial matters in relation to policy, ethical and legal issues.
- Adjudicate ethical issues arising from operation of ASBMB journals.
- Assist in the recruitment of Editors and Associate Editors.
- Review and approve nominations for Associate Editors.
- Participate in Editor-in-Chief search and review process.
- To report recommendations to the Council at regularly scheduled meetings as requested by Council.
- Serve as ambassadors for the Society Journals on a local, national, and international level.
- Provide input on handbook of policies and procedures adopted by the committee.
- Members shall participate in both meetings each year of their five-year term. If members fail to participate, they may be asked to resign.
- Members shall prepare for the meeting by carefully reading the material provided to them by ASBMB staff and/or the committee chair prior to the meeting. They shall become familiar enough with the issues on the agenda so they can be discussed in a considered fashion.
- Members shall carry out additional activities as requested by the Chair.

Qualifications:

- Current ASBMB membership.
- Preference may be given to candidates who have published in the ASBMB family of journals.
- Knowledge of ASBMB's mission, policies, programs, services, strengths, and needs.



- Current ASBMB journal associate editors are not eligible for Publications Committee service.

Commitment:

- 3-year term. Members shall be eligible for re-election and/or re-appointment for one additional term.
- Two annual half-day meetings of the committee. A spring meeting in person in conjunction with ASBMB's Annual Meeting, and a fall videoconference meeting.
- Additional meetings as needed, typically by videoconference.
- Engage in limited business conducted by email.

Orientation:

- A videoconference to review and discuss the expectations and roles of committee members.

Recognition and Reward:

- Receive a certificate of service.
- Committee members receive a discount on registration for the ASBMB Annual Meeting.

Benefits:

- Help to shape the future of the organization and the field.
- Opportunity to engage, network, and exchange ideas with leaders in the community.