

Rev. 12/10

Rev. 4/10

Rev. 9/07

S303 EDITORIAL BOARD, VADOSE ZONE JOURNAL (e-journal)

A. Status: Special Committee

B. Composition and Tenure:

The Editorial Board of the Vadose Zone Journal (VZJ) consists of the following persons.

The Editor-in-Chief of SSSA

The Editor of VZJ

The Co-Editors of VZJ

The Associate Editors for various subject-matter areas

The Chief Executive Officer, Publications Director, and Managing Editor of VZJ are ex-officio members without vote.

Each serves as a member of the VZJ Editorial Board for the duration of his/her term in the position indicated above.

Per SSSA Bylaws, Article XI. Publications:

SECTION 1. The Society shall publish an official technical journal periodically, which shall carry papers, official notices, committee reports and other items of Society business. This journal shall be known as *Soil Science Society of America Journal*.

SECTION 3. The publication policy and general nature of all publications shall be determined by the board of directors.

SECTION 4. Maintenance of editorial standards of the Society shall be under the direction of an editorial board consisting of an editor-in-chief, an editor, and such other persons as are necessary to accomplish editorial responsibility promptly. The editor-in-chief and journal editors shall be nominated by the president, following an open call for volunteers for this position published in the official newsletter of the society, and confirmed by the board of directors. The appointments shall be for a 3-year period and may be renewed once but not twice without an intervening 3-year period. The appointments may be terminated at any time by two-thirds majority vote of the entire voting members of the board of directors.

The appointment, term, and renewal process for journal editorial board members must be ratified by the board of directors.

The SSSA Editor-in-Chief appoints the journal's Editor on behalf of the SSSA President, after ratification by the SSSA Board of Directors. The Editor of VZJ is appointed for a three-year term and are eligible for reappointment for one additional term. He/she serves as the Chair of the Editorial Board and exercises continuing oversight of the review and editorial processes. The Editor appoints the Associate Editors on behalf of the SSSA President.

Before an Editor is reappointed to a second three-year term, he/she is asked by the appropriate society Editor-in-Chief if he/she agrees to serve another term. Technical Editors and others will be contacted to determine whether the current Editor has support to continue in the position and whether there are any concerns. The Editor-in-Chief then makes a recommendation to the society Board of Directors, who make the final approval. If the Editor has completed two terms of service (six continuous years), does not desire to serve a second term, is terminated or non-renewed based upon action by the Board of Directors, or is unable to continue to serve for any reason, then an open call article will be published in CSA News. In some cases, an Interim Editor may be appointed by the Editor-in-Chief after approval of the Board of Directors. After the closing date published in the open call article, the Editor-in-Chief and the Executive Committee will review the applicants and make a recommendation to the Board of Directors for final approval.

Co-editors of VJZ shall be appointed by the Editor of VZJ, in consultation and agreement with the SSSA Editor-in-Chief. The Co-Editors and Associate Editors of VZJ serve for terms of three years, and are eligible for reappointment for one additional term.

The Managing Editor supervises production of the VZJ.

C. Functions:

1. To establish editorial procedures by which manuscripts are received, reviewed, revised, accepted and published, or rejected.
2. To review and process manuscripts submitted for publication in the VZJ.
3. To recommend policy with respect to the VZJ for consideration by the SSSA Board of Directors.
4. To promote VZJ with regard to subscribers, manuscript submissions, and general visibility to Society members and others.
5. To hold a meeting during the Annual Meetings of the Society to review the status of the journal and to prepare recommendations for consideration by the SSSA Board of Directors.
6. To assist the Editor in preparation of a written annual report to be submitted to the SSSA Board of Directors.

1. Editor's Responsibilities:

1. The VZJ Editor appoints the Co-Editors and Associate Editors for the journal after consultation with the SSSA Editor-in-Chief and on behalf of the SSSA President. Copies of letters of appointment must be forwarded to the SSSA Headquarters Office.
2. Associate Editor appointments shall be made in sufficient time that appointees may attend the Editorial Board meeting held at the Society's Annual Meeting.

E. Presidential Responsibilities:

The SSSA President:

1. Approves the appointment of the Editor of VZJ upon recommendation of the SSSA Editor-in-Chief and upon confirmation of the SSSA Board of Directors. The SSSA Editor-in-Chief makes the actual appointment.
2. Exercises oversight so as to be aware of any substantive problems arising in connection with the management of the journal and, after consultation with the Editor-in-Chief, initiates recommendations to the SSSA Executive Committee and/or Board of Directors to alleviate the problems.
3. Cooperates with the Editorial Board in its activities, as appropriate or in response to need.