

Some thoughts on an executive editorial board (EEB) for the IEEE Transactions on Information Theory

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- The EEB is composed of 5 senior and highly recognized people in the field who represent the different topical areas of the Transactions.
- The EEB is appointed by the BoG on a rotating basis out of synch with the EiC, with one new member each year (and one member rotating off).
- One of the EEB members is designated to fill in for the EiC should she/he be unavailable for an extended period (due to, e.g., vacation without Internet access, health problems, or any other reasons that put her/him “out of service”).
- The EEB is not (only) a collection of notables in the field that “give their name to the Transactions”, but also *works* very closely with the EiC, involving among others work that needs to be carried out on a daily basis such as fast-reject of papers, dealing with author complaints, plagiarism cases, etc. (see below).
- The EEB assists the EiC in organizing AE training sessions at the ISITs.
- The EEB assists the EiC in identifying candidates for AE positions, in pre-screening them, and in deciding on whether an AE candidate should be put forward for a BoG vote.
- The EEB and the EiC decide on whether an AE that consistently shows sub-par performance is discharged from service. The EEB helps to handle the papers left over by the discharged AE.
- The EEB works with the EiC on setting editorial policies for the Transactions.
- The EEB assists the EiC in dealing with plagiarism cases.
- The EEB assists the EiC in dealing with appeals and authors’ complaints of any nature.
- Under special circumstances EEB members may handle papers as “AEs at large”.
- The EEB assists the EiC in identifying topics and potential authors for survey/tutorial/condensation papers and in handling unsolicited proposals for such papers.
- If needed, the EiC forwards papers that she/he considers candidates for fast-reject to one or more appropriate EEB members and asks them for help in the decision process.
- The EEB assists the EiC in identifying papers that could be nominated for the journal’s best paper award and for the joint ComSoc/IT best paper award.
- The EEB assists the EiC in identifying topics and potential guest editors for special issues and in handling unsolicited proposals for special issues.