

Memorandum of Understanding for Co-Sponsorship of IEEE Transactions on Green Communications and Networking October 2017

Introduction

This document serves as an agreement between the IEEE Communications Society, the IEEE Signal Processing Society, and the IEEE Vehicular Technology Society as Partners for a period of three years beginning October 2017 and ending October 2020.

Periodical Scope

The goal of this new Journal is to advance and promote significant technology advances in green communications and networks including wireline, optical, and wireless communications and networks. Green communications and networking in this context means sustainable, energy-efficient, energy-aware, and environmentally aware communications and networking. The Journal will promote innovations, new technologies, concepts, and principles toward a sustainable information and communications technology (ICT).

Topics of interest include but are not limited to: green wireline, optical, and wireless communications and networks; network and physical layer design, strategies, algorithms, protocols, and scheduling that consider environmental factors; energy-efficient and energy-aware heterogeneous networks, self-organized, and low-power sensor networks; energy efficiency in machine-to-machine communications, cooperative communications, and smart grid networks; energy harvesting, storage, and recycling for network cross-layer optimization; environmentally-aware designs of communications and networking devices and systems; and communications and networking for environmental protection monitoring.

Implementation

This Agreement shall be acted upon by the Presidents of the Partners with the approval of their respective Board of Governors (BoGs) or Administrative Committee (AdCom).

This Agreement, upon approval by the appropriate IEEE Technical Activities or other IEEE Boards, shall become a part of the records of the IEEE Technical Activities Board (TAB).

Managing Partner (IEEE Communications Society, Partner A)

One of the Partners will be designated as the Managing Partner (Partner A) of the Journal at the inception of this Agreement and shall provide the manuscript handling system for receiving, logging, filing, and delivering submitted manuscripts to associate editors and reviewers in fulfillment of the peer review process. The Managing Partner is responsible for the accounting and the financial reporting to IEEE.

Financial Partnership

The Journal financial shareholder ownership will be as follows:

Financial % ownership:

Partner A: IEEE Communications Society (Managing): 70%

Partner B: IEEE Vehicular Technology Society: 15%

Partner C: IEEE Signal Processing Society: 15%

The Financial Partners are responsible for all financial and technical obligations of the Journal. Financial ownership of the Journal requires that all Shareholders accept the responsibility of the expenses of the Journal throughout the year and share in the potential profit or loss of the Journal according to the percentage of Shareholder ownership, as noted above. Annual distribution of the profit/loss will be completed by IEEE in accordance with its established practices for year-end reconciliations. The IEEE Communications Society will provide oversight of IEEE to ensure the distribution occurs in a timely fashion.

Periodical Oversight

The IEEE Communications Society is the Managing Partner for the Journal. The Journal's Editor-in-Chief (EiC) shall report to the VP-Publications of the IEEE Communications Society for oversight. The EiC shall be responsible for ensuring the quality and timeliness of the publication following general policies of the IEEE Communications Society. The EiC shall chair the Editorial Board for the Journal and also serve as a member of the IEEE Communications Society's Publications Council.

The Journal will have a Steering Committee comprised of members appointed by each of the Partners. The role of the Steering Committee is to advise the EiC and the Journal's Editorial Board and the IEEE Communications Society's VP-Publications in best practices and directions for the Journal.

The Communications Society Vice President-Publications will recommend a person to serve as the chair of the Steering Committee. The President of the Communications Society will make the formal appointment. The term of the Committee Chair will be two years, with an option for a third year. A person can be re-appointed as the Chair after a three-year hiatus.

The steering committee will have five members: three from the IEEE Communications Society, including the Chair, one from the IEEE Vehicular Technology Society, and one from the IEEE Signal Processing Society. The term of office for each member of the steering committee will be two years, with an option for a third year. Some members of the inaugural Steering Committee will have shorter terms to ensure staggered terms of service. The members from the IEEE Communications Society will have the following terms of service: one member will serve one year, one member will serve two years, and one member will serve three years. The members from the IEEE Vehicular Technology Society and the IEEE Signal Processing Society will serve a two-year term. Steering Committee members can be re-appointed after a two-year hiatus.

Budget

Financial oversight will be provided by the IEEE Communications Society, with approval of budgets by the Board of Governors of that society. Annually, the IEEE Communications Society's VP-Publications is responsible for preparing and submitting the initial budget of the Journal to the IEEE Communications Society's Board of Governors. The Communications Society's Board of Governors will approve the Journal's budget provided it is breakeven or better.

Approval of the budget by the Board of Governors of the IEEE Vehicular Technology Society and the IEEE Signal Processing Society will be sought in the case of a proposed deficit budget. Mid-year expense increases, such as page increases, that are expected to result in a deficit budget, must also be reviewed by the Board of Governors of the IEEE Vehicular Technology Society and the IEEE Signal Processing Society. All Financial Partners will receive a copy of the Journal's approved budget simultaneously when submitted to the IEEE TAB Finance Department.

Reporting Process

The EiC will send semi-annual reports to the Journal's Steering Committee and to the Communications Society VP-Publications summarizing the Journal's progress (page counts, timeliness, citation factor, etc.) and reviewing the budget.

The Steering Committee Chair will send semi-annual reports to the Communications Society VP-Publications summarizing the performance of the journal and other issues related to the journal.

Editor-in-Chief (EiC)

The Journal's EiC shall be an acknowledged leader in the field of Green Communications and Networking. He/she shall agree to assume the roles and responsibilities of the EiC and realize that there will be no remuneration for service to the Journal.

The function of the EiC shall be to oversee the daily operations of the Journal, including but not limited to the following activities:

- Interact with authors.
- Help maintain the reviewer database.
- Initiate and monitor the review process to its completion.
- Provide input to help create the page budget and present the page budget for submission to the IEEE Communications Society's Publications Board for approval.
- Ensure that the Journal follows IEEE Policy and Procedures.
- Plan and organize the technical content of the Journal in accordance with the established scope and areas of interest.
- Execute policies as established by the Journal's Editorial Board.
- Oversee the content of the Journal's website.

Nominations for EiC shall be solicited through broad emails to the Partners, and screened by the Journal's Steering Committee. The final list of nominees shall be sent to the IEEE

Communications Society's President, who will make the appointment in consultation with the IEEE Communications Society's VP-Publications, and the President and VP-Publications of the IEEE Vehicular Technology Society and the IEEE Signal Processing Society.

If the EiC position becomes vacant before the end of the term, the Journal's Steering Committee may appoint an interim EiC while the process above is followed for a replacement. The Journal's Steering Committee may remove an EiC from office, with cause, based on the discretion of the IEEE Communications Society's VP-Publications and concurrence by the VP-Publications of the other Journal Partners.

Travel funds for the EiC to attend appropriate meetings (IEEE Panel of Editors, Publication Reviews, Editor meetings at ICC and Globecom) will be budgeted and reimbursable to the EiC through the IEEE Communications Society's budget.

Management of the Periodical

The IEEE Communications Society is the Managing Partner in this Agreement and the Publisher of the Journal. The IEEE Communications Society shall provide a system for receiving, logging, filing, and delivering submitted manuscripts to associate editors and reviewers in fulfillment of the peer review process. The IEEE Communications Society shall be responsible for overseeing the production of the Journal, in collaboration with IEEE's Publications Operations Department. The IEEE Communications Society shall also provide to the Journal Partners annual reports relevant to submissions vs. publication, timeliness, adherence to page budgets, and other pertinent data about the Journal. The IEEE Communications Society shall administer all production, initial budget preparation, accounting, financial reports, and communications with the Journal Partners and with the IEEE Technical Activities Department. It shall also establish and administer the Journal's website. Support of these functions requires appropriate staff time and effort, and the Journal may annually be charged for staff services to perform these functions. Any such costs will be part of the proposed budget.

Copyright

The title of the Journal shall be registered in the name of IEEE, and the Journal as a whole shall be copyrighted by IEEE. All authors of articles and material in the Journal shall have their copyright transferred to IEEE, except in the case of material in the public domain. All IEEE copyright procedures and practices shall be followed. The IEEE may freely reuse the copyrighted material for its own purposes without charge. Revenues from copyright fees, or other subsidiary rights fees associated with the Journal that are paid by outside parties to be collected by the IEEE, shall be credited to the Journal in accordance with IEEE procedures.

Finances

Financial ownership of the Journal requires that all Shareholders accept the responsibility of the expenses of the Journal throughout the year and share in the potential profit or loss of the Journal, according to the percentage of shareholder ownership as noted above. Annual distribution of the profit/loss will be completed by IEEE in accordance with its

established procedures (surplus/loss distributed in December, post audit adjustments completed by 1 June). The IEEE Communications Society, as Managing Partner, will provide oversight to ensure the distribution occurs in a timely fashion. If one of the Partners withdraws from this Agreement, the financial stake of the withdrawing Partner will be divided evenly among the remaining partners.

Marketing

There shall be a coordinated marketing effort for the Journal, administered by the IEEE Communications Society. The Partners are required to advertise the Journal to their membership; distribute any calls for papers for Special Issues or Sections of the Journal; and provide a web link from their Society publication website to the Journal's website.

Subscriptions and Fulfillment

The Partners shall offer the Journal to their Society members according to the rates established by the IEEE Communications Society. The IEEE Communications Society shall also establish rates for other Society and IEEE members as well as non-member subscribers.

Electronic Distribution

The Journal will be included in the IEEE All Society Periodicals Package (ASPP) and its sub-packages, as well as the IEEE Electronic Library Xplore. The Journal shall not be included in any partnering Society's member digital library.

Arbitration

In the event of a disagreement regarding the Journal between the Partners, a review panel consisting of the Chair of the TAB Periodicals Committee and other members appointed by the TAB Periodicals Committee will meet to resolve the issue. In the unlikely event the review panel is unable to come to a resolution by majority vote, all parties agree to request an Arbitration Committee selected by TAB for mediation and resolution of the issue.

Agreements, Durations, and New Agreements

All agreements must be approved by the TAB Periodicals Committee. The period of this initial Agreement shall be five years from the date of signature of the Partners. Subsequent Agreements will be for three years.


1) Withdrawal of Agreement: In the event that one of the Partners wishes to withdraw from this Agreement, the remaining Partners retain all rights and will continue to publish the periodical. Notification of intent to withdraw must be made one year prior to the expiration of this agreement.

2) New Partner (either Financial or Technical): A new Partner can request to participate in the Journal. Upon receipt of the request to participate, the partners will review the request and can approve the addition of a new partner with a unanimous vote. New Financial or Technical Partners will begin their partnership in the Journal at the next available MOU renewal. At the termination of this Agreement, a new Agreement must be signed by all Partners.

Signatures

Acting as duly authorized representatives of their respective Societies' Board of Governors, this agreement is accepted by:

Signed for by (Managing)
FINANCIAL PARTNER A:

A handwritten signature in cursive script that reads "Harvey A. Freeman".

Harvey A. Freeman
President
IEEE Communications Society

Signed for by
FINANCIAL PARTNER B:

A stylized, handwritten signature in blue ink, consisting of several overlapping loops and horizontal strokes.

Name
President
IEEE Vehicular Technology Society

Signed for by
FINANCIAL PARTNER C:

A handwritten signature in cursive script that reads "Rabab Ward".

Rabab Ward
President
IEEE Signal Processing Society