

Information and Systems Society Editing Regulations

(Passed by the Information and Systems Society Board of Directors on March 19, 1996)

(Amended October 1998)

(Amended December 11, 2000)

(Amended November 8, 2001)

(Amended March 17, 2003)

(Amended September 9, 2005)

(Amended June 25, 2018)

(Amended March 20, 2019)

Section 1 General Provisions

Article 1 These Regulations stipulate requirements related to the editing of the IEICE Journal on Information and Systems (hereinafter referred to as “the Society Journal”), the IEICE Transactions on Information and Systems (Japanese Edition) (hereinafter referred to as “the Japanese Transactions”), the IEICE Transactions on Information and Systems (English Edition) (hereinafter referred to as “the English Transactions”).

Article 2 The Japanese Transactions and the English Transactions are both published once each month, as a rule. However, the number of publications may be increased or decreased when deemed necessary.

The Society Journal is published approximately four times a year.

Section 2 Information and Systems Society Editorial Board

Article 3 The Information and Systems Society (hereinafter referred to as “the Society”) shall establish the Information and Systems Society Editorial Board (hereinafter referred to as “the Society Editorial Board”) in order to undertake the following activities regarding the Society Journal, the Japanese Transactions, and the English Transactions:

- (1) Oversee the editing of the Society Journal, the Japanese Transactions, and the English Transactions;
- (2) Conduct the management of income and expenses related to editing and publication of the Society Journal, the Japanese Transactions, and the English Transactions, as well as publicity, promotion, and any relevant improvements;
- (3) Review the following items regarding the Japanese Transactions and the English Transactions:

1. Coordination and approval of the publishing of special or part-special issues (hereinafter together referred to as “special issues”);
2. Consideration and authorization of applications for the exemption of the fee for additional prints;
3. Deliberation on replacement and assignment of members of the Editorial Committees referred to in Article 4 and reviewers;
4. Other necessary matters related to the publication of the Society Journal, the Japanese Transactions, and the English Transactions.

Article 4 The Society Editorial Board shall establish the Editorial Committee of the Society Journal, the Editorial Committee of the Japanese Transactions, and the Editorial Committee of the English Transactions.

Article 5 The Chair of the Society Editorial Board shall be appointed by the Information and Systems Society Board of Directors (hereinafter referred to as “the Society Board of Directors”). The other members of the Society Editorial Board shall be the Chair and Secretary of the Editorial Committee of the Society Journal; the Editor-in-Chief and Associate Editor-in-Chief of the Japanese Transactions; the Editor-in-Chief and Associate Editor-in-Chief of the English Transactions; members of the Editorial Committee on the Journal of the IEICE, and a small number of people appointed by the Society Board of Directors.

Article 6 The term of office for the Chair of the Society Editorial Board shall be two years; furthermore, in principle, the Chair of the Society Editorial Board may not be reappointed for a second term.

2. The Chair of the Society Editorial Board is appointed by the President of the Society, based on discussions by the Society Board of Directors. The Chair shall assume office on the day of the annual General Assembly of the IEICE in May.
3. The term of office of the Members of the Society Editorial Board shall be two years; furthermore, in principle, the Members of the Society Editorial Board may be reappointed.
4. The Members of the Society Editorial Board are selected by the Chair of the Society Editorial Board, and appointed by the President of the Society after a review by the Society Board of Directors.

Article 7 The Chair of the Society Editorial Board shall, as deemed necessary, attend meetings of the IEICE Editorial Board as the representative of the Information and Systems Society, to participate in deliberations on matters affecting the entire IEICE, and to exchange information.

Section 3 Editorial Committee of the Society Journal

Article 8 The Editorial Board of the Society Journal shall undertake the following activities related to the publication of the Society Journal:

(1) Editing of the following information that appears in the Society Journal for the service of providing members of the Information and Systems Society with relevant information:

Newsletter pages, information on Technical Committees, opinions of Society members, announcements of meetings and conferences, reports of conferences, a calendar of events, and tutorials and feature articles on matters relating to information and systems;

(2) Matters relating to publicity and planning to recruit new Society members through the Society Journal;

(3) Coordination with the Editorial Board of the Journal of the IEICE, and exchange of information about articles that will appear in the respective Journals.

Article 9 The Editorial Committee of the Society Journal shall consist of the Chair, a small number of Secretaries, the Associate Editor-in-Chief of the Japanese Transactions, the Associate Editor-in-Chief of the English Transactions, and Members recommended by Technical Committees.

Article 10 The incoming Chair of the Editorial Committee of the Society Journal shall be selected by his/her predecessor, and appointed by the President of the Society after a review by the Editorial Committee of the Society Journal. The Secretaries and Members of the Editorial Committee of the Society Journal shall be selected by the Chair and appointed by the President of the Society after a review by the Editorial Committee of the Society Journal.

2. The term of office of the Chair and Secretaries of the Editorial Committee of the Society Journal shall be two years.

3. The term of office of Members of the Editorial Committee of the Society Journal shall be two years; furthermore, in principle, the Members of the Editorial Committee of the Society Journal may not be reappointed.

4. The Chair, Secretary and Members of the Editorial Committee of the Society Journal shall assume office on the day of the annual General Assembly of the IEICE in May.

Section 4 Editorial Committee of the Japanese Transactions

[Articles 11 to 16 are not translated into English and omitted in this document.](#)

Section 5 Editorial Committee of the English Transactions

Article 17 The Editorial Committee of the English Transactions shall undertake the following activities related to the editing of the English Transactions:

- (1) Matters relating to the review of research papers and materials;
- (2) Matters relating to the planning and editing of invited papers, tutorials, and special issues;
- (3) Matters relating to planning and executing publicity and promotion of the English Transactions.

Article 18 The Editorial Committee of the English Transactions shall consist of the Editor-in-Chief, a small number of Associate Editor-in-Chiefs, and Associate Editors.

2. The Editorial Committee of the English Transactions shall meet from time to time as deemed necessary.
3. In principle, Associate Editor-in-Chief are responsible for matters related to review of papers in the fields assigned to each of them.

Article 19 The incoming Editor-in-Chief of the Editorial Committee of the English Transactions shall be selected by his/her predecessor, and appointed by the President of the IEICE after a review by the Editorial Committee of the English Transactions. The Associate Editor-in-Chiefs and Associate Editors of the Editorial Committee of the English Transactions shall be selected by the Chair and appointed by the President of the IEICE.

2. The term of office of the Editor-in-Chief and Associate Editor-in-Chiefs of the Editorial Committee of the English Transactions shall be two years.
3. The term of office of the Associate Editors of the Editorial Committee of the English Transactions shall be two years. In principle, they shall serve two terms.
4. The Editor-in-Chief and one of Associate Editor-in-Chiefs of the Editorial Committee of the English Transactions shall, as deemed necessary, attend meetings of the IEICE Editorial Board to participate in deliberations on matters affecting the entire IEICE, and to exchange information.
5. The Editor-in-Chief and one Associate Editor-in-Chief of the Editorial Committee of the English Transactions shall attend meetings of the Society Editorial Board.
6. The Editor-in-Chief and one Associate Editor-in-Chief of the Editorial Committee of the English Transactions shall attend meetings of the Society Board of Directors.

Article 20 The Editorial Committee of the English Transactions shall endeavor to plan special or part-special issues.

2. The Editorial Committee of the English Transactions may establish Editorial Committees of Special Issues, which will be responsible for matters needed to publish the

special issues.

3. The Guest Editor (who shall act as the Guest Editor-in-Chief), Guest Associate Editor-in-Chief and Guest Associate Editors of an Editorial Committee of a Special issue shall be appointed by the Editor-in-Chief of the Editorial Committee of the English Transactions based on a recommendation of the Editorial Committee of the English Transactions.

4. The term of office of the Guest Editor-in-Chief and Guest Associate Editors of the Editorial Committee of a Special Issue shall be until the date of the publication of the applicable special issue.

Article 21 The Editorial Committee of the English Transactions may establish an Advisory Committee, as deemed necessary, so that the Advisory Committee can respond to formal questions submitted by the Chair of the Editorial Committee of the English Transactions, provide opinions regarding the editing of the English Transactions, and promote the submission of papers. Members of the Advisory Committee shall be selected by the Chair of the Editorial Committee of the English Transactions in consultation with the Society Editorial Board. If a Member is from within Japan, he or she will be appointed by the President of the IEICE. If a Member is from outside Japan, he or she will be appointed by the Chair of the Society Editorial Board.

Article 22 The Editorial Committee of the English Transactions may recommend the appointment of reviewers of papers for the entire Society, and propose the addition of reviewers to the Reviewer Database or the deletion of reviewers from the Database.

If there are no appropriate reviewers, temporary reviewers may be appointed.

2. Reviewers are selected by the Editorial Committee of the English Transactions and appointed by the President of the IEICE.

The term of office of reviewers shall be two years. Reappointment is allowed.

3. The Editor-in-Chief, Associate Editor-in-Chiefs, Associate Editors and reviewers of the Editorial Committee of the English Transactions shall assume office on the day of the annual General Assembly of the IEICE in May.

Article 23 The Editorial Committee of the English Transactions shall operate, in principle, in accordance with the “Regulations of the Editorial Committee of the English Transactions” stipulated separately.

(Additional provision)

Article 24 These Regulations came into effect on March 19, 1996.