

APSIPA Newsletter Editorial Board Guideline

1. Editor-in-Chief (EiC)
 - a. Editor-in-Chief (EiC) is responsible for all editorial processes of the APSIPA Newsletters, and will manage the APSIPA Newsletters under the direction of the APSIPA President.
 - b. After the terms of the current EiC are completed, the new EiC will be succeeded by the Vice EiC.
 - c. EiC has a term of TWO years, and can serve up to TWO consecutive terms.
 - d. EiC should manage to publish four to six issues of the Newsletter a year, and must submit an annual report in the BoG meeting.

2. Vice Editor-in-Chief (Vice EiC)
 - a. Vice Editor-in-Chief (Vice EiC) should work closely with EiC to manage the publication of four to six issues a year.
 - b. Vice EiC candidate is elected by Vice EiC Election Committee, which is chaired by VP of Publications and consists of APSIPA President, President-Elect, current EiC and immediate past EiC. The Vice EiC Election Committee accepts nominations from the members of APSIPA, and selects a candidate for recommendation to the BoG. After approval by the BoG, a new EiC is appointed.
 - c. Vice EiC has a term of TWO years, and can serve up to TWO consecutive terms. Vice EiC will become EiC when the terms of service of EiC are completed.

3. Editorial Board (EB)
 - a. Editorial Board members have a commitment to the editorial processes of APSIPA Newsletters. Under the arrangement of the EiC/Vice EiC, they must be in charge of some of the content of the Newsletter and should assist EiC in publishing Newsletters.
 - b. New EB members are nominated by EiC and current EB members, and appointed by EiC.
 - c. EB members have a term of TWO years, and can be re-appointed by EiC.