

Appendix D: Meeting of the Editorial Board, Montreal, 30 September 2002

Present: F. J. Smith (editor-in-chief), Nahum Gershon, Henry Kehiaian, T. Kunisawa, Kingsley Oise Momodu, Goetz K. Oertel, James Sangster, Jack Westbrook and Zhi Hong Xu

In attendance from the Executive Committee: Marcelle Gaude-Escard

1. Management

The management of the journal was explained, including the role of the Executive as the policy maker, the executive working group chaired by Dr Steve Roussouw of which Prof Gaude-Escard was a member. In Belfast, the assistant editor, Maria Husin, is employed two days a week. Her duties have included the creation and maintenance of the website and a database management system for the journal as well as correspondence with authors and referees. The board commended her for the success of the website.

2. Quality and refereeing

It was agreed that the most important task of the Editorial Board was to ensure the quality of the papers appearing in the journal. Critical to this is the requirement that all the papers be refereed by at least two referees. The difficulty in getting some referees to respond in time was discussed. It was agreed that six weeks was a reasonable time to give referees a chance to respond. Then a reminder should be sent, but only about another week should be allowed before another referee is sought.

3. Promotion of the journal

A discussion took place on the promotion of the journal. One possibility is that CODATA seeks links with websites of professional societies, such as the Chemical Society of America, represented at the conference by Prof Martinsen. Prof Smith agreed to speak to Prof Martinsen.

4. Copyright

It was agreed to take the advice of Dr Samuelson, one of the keynote speakers at the conference, that copyright should remain with the author, with a licence to publish given to CODATA. This might include a small number of printed copies for major libraries.

5. Attracting quality papers

All the members of the board were urged to watch out for suitable papers at this or other meetings and to send them to Prof Smith.

6. Special sections

It was agreed that these should be encouraged (even if only four or five papers). All chairmen of CODATA meetings, colloquia, symposia, etc., should automatically be told to consider publication of the most important papers in the journal.

7. Issues

It was agreed that 'issues' are not appropriate for electronic publishing. So, from early 2003, papers should be published as soon as they are ready.

8. Editorial Board

The shortage of Editorial Board members in the geosciences was noted, also that there are no members from Belgium, Denmark, Germany, Korea, Norway, Russia, Taiwan or Sweden. A few names were suggested.

9. Added value

It was agreed to add a comment on the website to encourage the inclusion of complex data items (such as links, computer programs, and moving images) in papers, which is not possible in a paper journal.

10. Security

A mirror website is needed for security.

11. Statistics

Statistics on access should be collected from 1 January 2003.