Proposal for ACM Journal or Transactions

**Proposal Version Number:\_\_\_\_\_\_**

**Proposal Version Date: \_\_\_\_\_\_\_\_\_\_**

**Instructions:** **For a *brief preliminary proposal evaluation*, please fill out questions 1, 2, 3, 5, and 9A using space available under each question. For a *full proposal submission* to ACM’s New Publications Committee, complete this form entirely within a *maximum of 10 pages.***

# 1. Name, affiliation, and full contact information for proposer(s)

*Please include your email, postal mail address, phone number, CV and Google Scholar URL. A proposal for a new publication is often the product of a core group who are shepherding it, with endorsements by one or more professional communities related to the field. Please list any co-proposers and/or endorsers along with contact information.*

# 2. Proposed publication name

*Please propose a name for this publication, with the understanding that the ACM Publications Board is responsible for final name selection. Most research-based ACM publications will use one of the following naming conventions:*

***ACM Journal on TOPIC:*** *"Journals" typically explore research across various computer science topics.****ACM Transactions on TOPIC:*** *"Transactions" explore a research topic in depth within a single computer science topic.*

***TOPIC: Research and Practice:*** *Research and Practice titles should contain articles that appeal to both researchers and practitioners.*

# 3. Aims, scope & perspective of publication

*Please describe the topics to be covered by this new publication. Your scope should distinguish what kinds of related topics will not be covered as well. Please also indicate the perspective, style and type of publication you envision. For example, do you intend the journal to focus mainly on theoretical or practitioner contributions, on a multidisciplinary perspective, etc.?*

# 4. Format of publication

*What formats will be included in the journal (e.g., original research papers, practitioner papers, special issues, critical reviews or commentaries, letters to the editor, etc.)? Describe how you think these will contribute to the journal’s quality (e.g., impact factor), readership base, etc. Also describe how these formats will be used to energize the journal’s intellectual content and relevance to the community.*

*Please indicate what approximate percentage of the publication’s content will consist of each relevant content type listed below:*

|  |  |
| --- | --- |
| **Content Type** | **Percentage** |
| Original research | % |
| Practitioner reports or case studies | % |
| Critical review articles | % |
| Perspective, opinion, commentary, or letters to editor | % |
| Book reviews | % |
| Special issues | % |
| Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | % |

# 5. Rationale & comparison with competing publications

# *A. Explain why a new publication is needed in this area at this time, including any evidence of growth in the field (submissions & funding trends, etc.) Evidence is needed for a sufficient flow of submissions. Tell us about important emerging trends within the field.*

# *B. What other* [ACM and non-ACM publications](http://www.acm.org/publications/journals) *publications or conference series exist that cover this or closely related fields? (include each publisher).*

# *Please describe the extent of overlap with each, and how the proposed journal be distinct or higher quality.*

*(NOTE: Please refer to the ACM Computing Classification System taxonomy for a global view of ACM Journals. To establish the proposed publication within ACM’s current portfolio, this proposal will be shared with the Editor-in-Chief of any ACM publication named here)*

# 6. Editorial process

*Provide an overview of the proposed editorial process. (NOTE: Research papers must use a refereeing process)? How will the editorial board be structured? What role will the EIC and editorial board members play? Many ACM journals publish their review process. It may be helpful to review an example:* [*ACM TOPS Guidelines for AEs*](https://tops.acm.org/associate-editor-guidelines.cfm)*.*

*Describe the planned review time frame, blind-review policy, and how you intend to build a successful base of high quality reviewers. That is, how will you recruit, incentivize and retain top quality reviewers as supporters of the journal?*

*Some ACM publications form an advisory board, which can help with strategic planning, policy making, publicity, editorial board & reviewer engagement, etc. Will you form an advisory board and what role will it play?*

# 7. Achieving a high quality and innovative outcome

*Describe your vision for how this journal will succeed as a leading, or even the dominant, journal in its area. Do you have a target impact factor, and how will you build toward it? What ideas do you have for improving upon or injecting innovation into the ACM journal process?*

# 8. Target authors and readers

***A.*** *Who do you expect will submit articles for this publication? Will most submissions come from computer scientists or other fields (physics, law, social science, etc.)? Do you expect submissions from researchers, practitioners, or whom? If your journal will be multidisciplinary, how will you successfully publicize and solicit papers from the different communities?*

***B.*** *Who do you think will read this publication? Are there ACM Special Interest Groups (SIGs) or other organizations whose members will be interested? Are the expected to be professional researchers, practitioners, funders, policy makers, lay readers, students or whom? What about this publication specifically will appeal to the audience you’ve identified?*

# 9. Proposed editor-in-chief and associate editors

***A.*** *If you have one or two people in mind to serve as editor-in-chief, please name them and attach their CV, along with information on previous publications or community service experience. Please confirm their willingness to serve, should the journal be approved. Any EIC of an ACM journal should be a respected senior person in the field with an international reputation. In many cases, it may be advisable to have co-editors-in-chief (e.g., multidisciplinary content). EIC terms are for three years, with the option to renew once upon approval of the ACM Publications Board. See* [*ACM’s Policy on EIC Appointments*](https://www.acm.org/publications/policies/eic-appointment) *and* [*ACM’s Editor-in-Chief Position Description*](https://www.acm.org/publications/policies/position-descriptions) *for EIC responsibilities.*

***B.*** *Please list possible editorial board members, including who has already agreed to serve, should the journal be approved (We recommend 1/3 have agreed). For each possible member, include a specific subject area (or area of expertise) that he/she would cover, and how many other journal boards they serve on.*

NOTE: *ACM strives for editorial boards to represent the worldwide community geographically, as well as in gender diversity. Approximately 35-40% of the board should be outside the US, with significant representation from Europe, Asia and other regions. Women should also be well-represented (ideally, 25% or more).*

# 10. Example articles and special issues

1. *Please provide a list of articles (8-10) published in other publications, conference papers, tech reports, etc. that are typical of the kinds of articles you envision for this new publication.*
2. *List two examples of special issue content you envision.*

# 11. Support of professional communities

*Have the EIC or board members you’ve listed been leaders in relevant SIGs? Have you discussed this proposal with relevant*[*ACM Special Interest Groups*](http://www.acm.org/publications/sigs)*? If so, please describe their feedback and willingness to endorse it. If available, attach any letters of support.*

*(NOTE: If your proposal has not been endorsed yet, ACM will contact the most relevant SIGs and journal EICs for comment)*

# Resource Materials for Planning: ACM Publication Policies

*ACM Publications Board sets maintains and maintains* [*official associations policies*](https://www.acm.org/publications/policies/toc) *for all ACM publications. The most relevant policies to new journals are linked below. Please familiarize themselves with these policies:*

* [Evaluation Criteria for Editors-in-Chief](https://www.acm.org/publications/policies/eic-evaluation) (See also, [Editor-in-Chief Appointment Policy)](https://www.acm.org/publications/policies/eic-appointment)
* [Reviewer Anonymity](https://www.acm.org/publications/policies/reviewer-anonymity)
* [Editor-in-Chief Appointments](https://www.acm.org/publications/policies/eic-appointment) (See also, [Evaluation Criteria for Editors-in-Chief)](https://www.acm.org/publications/policies/eic-evaluation)
* [ACM Author Rights and Publishing Agreements](https://www.acm.org/publications/policies/copyright-policy)
* [Quality of Refereed Electronic Publications](https://www.acm.org/publications/policies/quality)
* [Rights and Responsibilities in ACM Publishing](https://www.acm.org/publications/policies/rights-responsibilities)
* [EiC Conflicts of Interest](https://www.acm.org/publications/policies/eic-conflict-of-interest)
* [Joint-Publishing Agreements for Journals](https://www.acm.org/publications/policies/joint-publishing-track-1)
* [Pre-Publication Evaluation](https://www.acm.org/publications/policies/pre-publication-evaluation)
* [Prior Publication and Simultaneous Submissions](https://www.acm.org/publications/policies/simultaneous-submissions)
* [Position Descriptions - Volunteer Editors of ACM Journals](https://www.acm.org/publications/policies/position-descriptions)
* [Author Representations](https://www.acm.org/publications/policies/author-representations)
* [Criteria for Authorship](https://www.acm.org/publications/policies/authorship)
* [Artifact Review and Badging](https://www.acm.org/publications/policies/artifact-review-badging)

*ACM staff is available to advise and assist in the development of your proposal. The first step in creating the proposal is to email* [*ACM new publications staff*](mailto:newpublications@acm.org) *to arrange a discussion. The staff member assigned to your project will answer questions for you and act as a liaison with the ACM New Publications Committee, which is the body that recommends to the Publications Board whether a proposal should be approved. Process and timing may vary, but typically takes less than 6 months. Proposers are strongly encourage to complete any requested revisions within one month.*