

# Chapter 3

## Journal Histories, Management, and Editorial Procedures

The procedures for handling manuscripts and the duties of individual editorial board members vary from journal to journal. This chapter outlines those procedures for each journal. It also gives the histories and makeup of the journals' editorial boards.

Each of the societies, ASA, CSSA, and SSSA, publishes a flagship journal. The three societies also publish additional journals both individually and as copublications of two or more of the societies.

### GENERAL PROCEDURES

Contributions to all ASA, CSSA, and SSSA journals should be prepared according to instructions given in the *Publications Handbook and Style Manual* (<https://www.agronomy.org/publications/journals/author-resources/style-manual>). Each journal's online instructions to authors contains the most recent requirements for manuscript preparation and submission.

Journal manuscripts are submitted via an online manuscript submission system. Upon submission, each paper is assigned a manuscript number, and a record is created in the electronic system that holds all the submission and review information. The author is automatically sent an acknowledgment email upon submission.

The majority of ASA, CSSA, and SSSA journals use the single-anonymous peer-review process, whereby the names of the reviewers are hidden from the author. Some journals, as noted below, use a double-anonymous review process, whereby the names of the reviewers are hidden from the authors and the names of the authors are hidden from the reviewers.

The submission system allows editors, reviewers, and authors to see the current status of articles. The entire review process, documentation and reporting, and correspondence up to the final decision are handled within the submission system.

Each journal follows a similar workflow. Once a paper is submitted, the editor assigns the paper to a technical editor (also referred to as co-editors or senior editors for some journals) or associate editor for those journals without technical editors. If the editor and technical editor determine that the paper should continue in the process, the technical editor assigns an associate editor. The associate editor assigns reviewers via the manuscript submission system.

The editor or technical editor may decide to reject a paper prior to official review. Reasons to release prior to review are outlined in more detail in Chapter 2.

Most ASA, CSSA, and SSSA journals also publish letters to the editor and book reviews. All letters to the editor and book reviews are submitted via the manuscript submission system. These are reviewed by the editor, although the editor may send letters to the editor out for review depending on the content. If a letter refers to a published paper, a copy of the letter should be sent to the corresponding author of the published paper, inviting a response. If there is a response, it is published along with the letter.

## Decision Types

There are two main final decision types: accept and reject. If a paper is rejected, the editor with the authority to make the final decision may reject the paper outright or reject and suggest a transfer to another society journal. Suggesting a transfer is most often done when the editor determines the paper would fit the scope of another society journal. Some society journals have the additional option to suggest a transfer to a nonsociety journal.

## Appeals

Should an author feel that the process was implemented incorrectly or that a review was biased or poorly done, the author should first inform the editor of that journal and attempt to resolve the concern at that level. If the concern is not resolved, the author may appeal the decision to the editor(s)-in-chief of that journal. The decision of the editor-in-chief will be final. The appeals process is spelled out further in the ASA-CSSA-SSSA Editorial Policies document.

## AGRONOMY JOURNAL

### History

*Agronomy Journal* (AJ) is the official publication of the American Society of Agronomy. It was launched in 1910, three years after the ASA was founded. The first four volumes were titled *Proceedings of the American Society of Agronomy*. (Volume 1 contains papers from 1907, 1908, and 1909.) From 1913 through 1948, the name was *Journal of the American Society of Agronomy*. In 1949, the name changed to *Agronomy Journal*. Published first in annual bound volumes and later at greater frequency, the journal appeared from 1923 through 1960 as a monthly periodical. Since then it has been published bimonthly in print, and since 1998 in both print and online formats. AJ moved to online-only publication in 2013. When *Journal of Production Agriculture* (a joint publication of ASA, CSSA, and SSSA) ceased publication in 1999, the scope of *Agronomy Journal* expanded

to allow publishing of papers that previously appeared in *Journal of Production Agriculture*.

### Editorial Board

The AJ editorial board consists of the ASA editor-in-chief, the editor, technical editors who are experts in various areas, associate editors covering numerous subject-matter areas, and the journal program manager (program manager), publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The AJ editor is appointed by the ASA editor-in-chief on behalf of the ASA president. After consultation with the ASA editor-in-chief and on behalf of the ASA president, the editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the ASA editor-in-chief on behalf of the ASA president and after consultation with the editor. New technical editor positions may be created only with the approval of the ASA Board of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. Technical editors of AJ are empowered to accept and release papers.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Associate editors are responsible for finding reviewers and corresponding and working with authors to obtain revisions as needed. Associate editors recommend to their technical editor whether a manuscript should be accepted or released.

### Workflow

A contribution to AJ must be prepared in a way that will allow it to receive a double-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted, the editor assigns the paper to a technical editor. Prior to the official review, the editor and technical editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the technical editor assigns the manuscript to an associate editor. If, at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning reviewers.

The associate editor seeks the services of qualified peer reviewers via the manuscript submission system. The associate editor can serve as one of the reviewers of the paper unless the subject matter is too far outside their area of expertise. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring that the reviews are completed in a timely manner. Reviewers of AJ manuscripts are requested to complete reviews in 21 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time the paper is subject to release.

Associate editors do not have the authority to accept or release a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the technical editor regarding acceptance or release of the manuscript. When recommending that manuscripts be released, the associate editor should give sufficient reason to the technical editor so the author can be fully informed.

The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The technical editor may:

- Accept the paper with no additional changes. When the technical editor makes this decision, the headquarters office and author are notified of the accepted paper and the production process begins.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The technical editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised paper is accepted, the staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the release. Depending on the circumstances, the technical editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers approved for publication, typesetting, transmittal of proofs to authors, and publication.

## Paper Types

Any paper published in AJ must make a significant contribution to the advancement of knowledge or toward a better understanding of existing agronomic concepts. Articles published in AJ are peer reviewed and report original research findings and technological information on all aspects of agriculture and natural resource sciences. Manuscripts are encouraged that transfer production-oriented information to a wide range of professional agriculturalists, including other disciplines such as animal science, weed science, agricultural economics, entomology, plant pathology, horticulture, and forestry.

Paper types include original articles, review papers, notes and insights, forum, and letters to the editor. Notes and insights may be published regarding apparatus, observations, and experimental techniques. Observations usually are limited to studies and reports of unrepeatable phenomena or other unique circumstances.

Research articles are grouped by subject matter. Manuscript authors are given the opportunity to designate the subject-matter heading under which the article could logically appear. Current subject-matter areas are: agronomic application of genetic resources; agronomy, soils & environmental quality; biofuels; biometry, modeling & statistics; climatology & water management; crop ecology & physiology; crop economics, production & management; organic agriculture & agroecology; pest interactions in agronomic systems; soil fertility & crop nutrition; soil tillage, conservation & management; and urban agriculture.

Forum papers are reviewed by the editor in consultation with one or more technical editors regarding the paper's acceptability for publication. Forum contributions address current agricultural and natural resource issues and questions in a brief, thought-provoking form.

AJ regularly publishes special sections. Guest editors may propose topics and work with the editor in developing the special section. Special sections in AJ are designed to bring to the forefront and promote new areas of research of broad interest to AJ's readership; to highlight and provide a platform for scientific exchange resulting from symposia, collaborative projects, and topical conferences; and/or to provide a periodic overview of the state of the art in various research areas by soliciting contributions from active leaders in the various fields of agronomy. Special sections are usually coordinated by guest editors. Manuscripts follow the same workflow as other AJ articles, with guest editors often taking the role of associate editor and with the journal editor having the final decision regarding acceptance or release.

## CROP SCIENCE

### History

*Crop Science* (CS) is the official publication of the Crop Science Society of America. Publication began in January 1961, six years after CSSA

was organized, and has been published in six issues a year since then. Beginning in 1998, it began publishing in both print and online versions. CS moved to online-only publication in 2013.

### Editorial Board

The CS editorial board consists of the CSSA editor-in-chief, the editor, technical editors who are experts in various areas, associate editors covering numerous subject-matter areas, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The CS editor is appointed by the CSSA editor-in-chief on behalf of the CSSA president. After consultation with the CSSA editor-in-chief and on behalf of the CSSA president, the editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the CSSA editor-in-chief on behalf of the CSSA president and after consultation with the editor. New technical editor positions may be created only with the approval of the CSSA Board of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. Technical editors of CS are empowered to accept and release papers.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Associate editors are responsible for finding reviewers and corresponding and working with authors to obtain revisions as needed. Associate editors recommend to their technical editor whether a manuscript should be accepted or rejected.

### Workflow

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted, the editor assigns the paper to a technical editor. Prior to the official review, the editor and technical editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the technical editor assigns the manuscript to an associate editor. If at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning outside reviewers.

The associate editor seeks the services of qualified peer reviewers via the manuscript submission system. The associate editor is responsible for



obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring the reviews are completed in a timely manner. Reviewers of CS manuscripts are requested to complete reviews in 21 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time their papers are subject to release.

Associate editors do not have the authority to accept or reject a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the technical editor regarding acceptance or release of the manuscript. When recommending that manuscripts be released, the associate editor should give sufficient reason to the technical editor so the author can be fully informed.

The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The technical editor may:

- Accept the paper with no additional changes. When the technical editor makes this decision, the headquarters office and author are notified of the accepted paper and the production process begins.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The technical editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised paper is accepted, the staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the rejection. Depending on the circumstances, the technical editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers approved for publication, typesetting, transmittal of proofs to authors, and publication.

## Paper Types

CS publishes significant scientific advances in crop science. Manuscripts focus on any aspect of crop science such as agronomy, physiology, breeding, and genetics, and will be classified according to the CSSA division with which they align most closely.

Paper types include reports of original research, reviews, scientific perspectives, and issues. The journal also accepts book reviews and letters to the editor. CS also publishes special collections of articles across its scope, including topical reviews and perspectives.

## SOIL SCIENCE SOCIETY OF AMERICA JOURNAL

### History

*Soil Science Society of America Journal* (SSSAJ) is the official publication of the Soil Science Society of America. It was first published as *Soil Science Society of America Proceedings* in 1937, one year after the SSSA was organized. In 1976, the name was changed to *Soil Science Society of America Journal*. It was first published as an annual bound volume. In 1952, it became a quarterly publication, and it has appeared in six issues a year since January 1958. Beginning in 1998, it began publishing both print and online versions. SSSAJ moved to online-only publication in 2013.

### Editorial Board

The SSSAJ editorial board consists of the SSSA editor-in-chief, editor, technical editors who are experts in various areas, associate editors covering numerous subject-matter areas, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The SSSAJ editor is appointed by the SSSA editor-in-chief on behalf of the SSSA president. After consultation with the SSSA editor-in-chief and on behalf of the SSSA president, the editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the SSSA editor-in-chief on behalf of the SSSA president and after consultation with the editor. New technical editor positions may be created only with the approval of the SSSA Board of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. Technical editors of SSSAJ are empowered to accept and reject papers.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Technical editors normally delegate to associate editors the responsibility of finding reviewers and corresponding and working with authors to obtain



revisions as needed. Associate editors have the ability to accept manuscripts but not to reject them. When an associate editor recommends that a manuscript be rejected, they consult with the technical editor, who will inform the author of the paper's release.

### Workflow

A contribution to SSSAJ must be prepared in a way that will allow it to receive a double-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted to SSSAJ, the editor assigns the paper to a technical editor. Prior to the official review, the editor and technical editor may decide that a paper is not ready for review and release it back to the author.

After determining the paper is ready for review, the technical editor assigns it to an associate editor. If at this time there is still a question about whether a paper is ready for review, the associate editor is urged to discuss any concerns with the technical editor before assigning reviewers.

The associate editor seeks the services of qualified peer reviewers via the manuscript submission system. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring the reviews are completed in a timely manner. Reviewers of SSSAJ manuscripts are requested to complete reviews in 21 days.

SSSAJ associate editors have the authority to accept papers for publication but not to reject them. Technical editors can both accept and reject a paper submitted to SSSAJ.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made. Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time their papers are subject to release. The associate editor may:

- Recommend acceptance of the paper with no additional changes. When the associate editor makes this decision, the headquarters office and author are notified of the accepted paper and the production process begins.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The associate editor then works with the author to clear up any points (often involving scientific and technical details). If the revised paper is accepted, staff and the author are notified and production begins.
- Recommend to the technical editor that the paper be released. The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. If the technical editor agrees with the recommendation,

they inform the corresponding author of that action and detail the reason(s) for the release. Depending on the circumstances, the technical editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

If the technical editor disagrees with the associate editor's decision, they may make a recommendation to revise or make a decision to accept. The technical editor may also enlist the help of the editor. The editor can accept, modify, or disagree with the technical editor's recommendation. If the editor suggests further modifications, the technical editor will work with the author, usually through the associate editor, to clear up any points.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers approved for publication, typesetting, transmittal of proofs to authors, and publication.

### Paper Types

SSSAJ is the normal channel for publication of papers and notes reporting on original research in the subject-matter divisions or groups of the SSSA. SSSAJ publishes basic and applied soil research covering all areas of soil science in agricultural, forest, wetlands, and urban settings. Reviews, issue papers, commentaries and letters to the editor, book reviews, symposia papers, and papers on the history of soil science may also be published. Issue papers are published on occasion.

SSSAJ also publishes special sections, collections of papers grouped around a specialized topic. Guest editors may propose topics and work with the editor in developing the special section. Special sections in SSSAJ are designed to bring to the forefront and promote new areas of research of broad interest to the journal's readership; to highlight and provide a platform for scientific exchange resulting from symposia, collaborative projects, and topical conferences; and/or to provide a periodic overview of the state of the art in various research areas by soliciting contributions from active leaders in the field of soil science. Special sections usually have guest editors. Manuscripts follow the same workflow as regular submissions, with guest editors usually taking the role of associate editor.

## AGRICULTURAL & ENVIRONMENTAL LETTERS

### History

*Agricultural & Environmental Letters* (A&EL), copublished by ASA, CSSA, and SSSA, is a continuously published online-only open-access journal. A&EL was launched in 2016.

## Editorial Board

The A&EL editorial board consists of the ASA, CSSA, and SSSA editors-in-chief, the editor, technical editors who are experts in various subject areas, associate editors covering numerous subject-matter areas, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The A&EL editor is appointed by the ASA editor-in-chief in consultation and agreement with the CSSA and SSSA editors-in-chief and on behalf of the ASA, CSSA, and SSSA presidents. The editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the ASA editor-in-chief after consultation with the editor and in consultation and agreement with the CSSA and SSSA editors-in-chief and on behalf of the ASA, CSSA, and SSSA presidents. New technical editor positions may be created only with the approval of the ASA, CSSA, and SSSA Boards of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. Technical editors of A&EL are empowered to accept and reject papers.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Technical editors normally delegate to associate editors the responsibility of finding reviewers and corresponding and working with authors to obtain revisions as needed. Associate editors recommend to their technical editor whether a manuscript should be accepted or rejected.

## Workflow

A contribution to A&EL receives a single-anonymous review. A&EL uses an expedited review and publication process.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted to A&EL, the editor assigns the paper to a technical editor. Prior to the official review, the editor and technical editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the technical editor assigns the manuscript to an associate editor. If at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning outside reviewers.

The associate editor invites qualified peer reviewers via the manuscript submission system. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript.

The A&EL board is considered to be a reviewer board, meaning that the associate editor should first ask board members to act as reviewers before turning to outside reviewers. The associate editor often serves as one of the reviewers unless the subject matter is too far outside their area of expertise. The associate editor is responsible for ensuring the reviews are completed in a timely manner. Reviewers of A&EL manuscripts are requested to complete reviews in 10 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time the paper is subject to release.

Associate editors do not have the authority to accept or release a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes the recommendation to the technical editor regarding acceptance or release of the manuscript. When recommending that manuscripts be rejected, the associate editor should give sufficient reason to the technical editor so the author can be fully informed.

The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The technical editor may:

- Accept the paper with no additional changes. When the technical editor makes this decision, the headquarters office and author are notified of the accepted paper and the production process begins.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The technical editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised paper is accepted, the staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the release. Depending on the circumstances, the technical editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers, layout, transmittal of proofs to authors, and publication.

## Paper Types

Manuscripts in A&EL are published under the following categories: research letters, commentaries, letters to the editor, and editorials. Research letters provide research information and other related information, up to 2500 words in length. Commentaries discuss relevant issues related to science, policy, research trends, business trends, exciting new discoveries, food security, etc. Commentaries can be as long as 2500 words. Letters to the editor are usually no longer than 500 words in length. They can be as long as 1000 words if there is detailed dialogue that results from the papers published in A&EL. Editorials include invited guest editorials on important and cutting-edge topics.

## AGROSYSTEMS, GEOSCIENCES & ENVIRONMENT

### History

*Agrosystems, Geosciences & Environment* (AGE), copublished by ASA and CSSA, is an open-access, continuously published, online journal. The journal was launched in 2018. In addition to handling new submissions, AGE acts as a cascade journal, whereby manuscripts rejected by other ASA, CSSA, and SSSA journals because they are not in the scope of the journal, not sufficiently novel, are too regional, or present null results can be transferred to AGE for consideration and peer review.

### Editorial Board

The AGE editorial board consists of the ASA and CSSA editors-in-chief, the editor, senior editors who are experts in various areas, associate editors covering numerous subject-matter areas, and the program manager, publications director, and chief executive officer who serve as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The AGE editor is appointed by the ASA editor-in-chief, on behalf of the ASA president and in agreement with the CSSA editor-in-chief and president. The editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**SENIOR EDITORS.** Senior editors are appointed by the ASA editor-in-chief after consultation with the editor and in consultation and agreement with the CSSA editor-in-chief and on behalf of the ASA and CSSA presidents. New senior editor positions may be created only with the approval of the ASA and CSSA Boards of Directors.

Senior editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. Senior editors of AGE are empowered to accept and release papers.

**ASSOCIATE EDITORS.** Under the direction of a senior editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Associate editors are responsible for finding reviewers and corresponding



and working with authors to obtain revisions as needed. Associate editors recommend to their senior editor whether a manuscript should be accepted or released.

### Workflow

A contribution to AGE receives a single-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted to AGE, the editor assigns the paper to a senior editor. Prior to the official review, the editor and senior editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the senior editor assigns the manuscript to an associate editor. If at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning outside reviewers.

The associate editor invites qualified peer reviewers via the manuscript submission system. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript. The associate editor often serves as one of the reviewers unless the subject matter is too far outside their area of expertise. The associate editor is responsible for ensuring the reviews are completed in a timely manner. Reviewers of AGE manuscripts are requested to complete reviews in 21 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time the paper is subject to release.

Associate editors do not have the authority to accept or reject a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the senior editor regarding acceptance or release of the manuscript. When recommending that manuscripts be released, the associate editor should give sufficient reason to the senior editor so the author can be fully informed.

The senior editor reads the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The senior editor may:

- Accept the paper with no additional changes. When the senior editor makes this decision, the headquarters office and author are notified of the accepted paper and the production process begins.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The senior editor then works with the author—usually through the associate editor—to



clear up any points (often involving scientific and technical details). If the revised manuscript is accepted, the staff and author are notified and production begins.

- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the release. Depending on the circumstances, the senior editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers approved for publication, layout, transmittal of proofs to authors, and publication.

### Paper Types

Articles published in AGE report original research findings and technological information on all aspects of agriculture, plant, environmental, and soil sciences. Paper types include original research articles in the areas of agrosystems, geosciences, environment, or statistics.

## CROP, FORAGE & TURFGRASS MANAGEMENT

### History

*Crop, Forage & Turfgrass Management* (CFTM), launched in 2015, is an online journal copublished by ASA and CSSA. Prior to 2015, CFTM existed as the separate journals *Applied Turfgrass Science*, *Crop Management*, and *Forage & Grazinglands*.

### Editorial Board

The CFTM editorial board consists of the ASA and CSSA editors-in-chief, the editor, technical editors, associate editors, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The CFTM editor is appointed by the CSSA editor-in-chief in consultation and agreement with the ASA editor-in-chief and on behalf of the ASA and CSSA presidents. The editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the CSSA editor-in-chief in consultation and agreement with the ASA editor-in-chief and on behalf of the ASA and CSSA presidents after consultation with the editor.

New technical editor positions may be created only with the approval of the ASA and CSSA Boards of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. Technical editors of CFTM are empowered to accept and release papers.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Technical editors normally delegate to associate editors the responsibility of finding reviewers and corresponding and working with authors to obtain revisions as needed. Associate editors recommend to their technical editor whether a manuscript should be accepted or released.

### Workflow

A contribution to CFTM receives a single-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted to CFTM, the editor assigns the paper to a technical editor. Prior to the official review, the editor and technical editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the technical editor assigns the manuscript to an associate editor. If, at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning outside reviewers.

The associate editor invites qualified peer reviewers via the manuscript submission system. The associate editor can serve as one of the reviewers of the paper unless the subject matter is too far outside their area of expertise. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring that the reviews are completed in a timely manner. Reviewers of CFTM manuscripts are requested to complete their reviews in 21 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time the paper is subject to release.

Associate editors do not have the authority to accept or reject a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the technical editor regarding acceptance or release of the manuscript. When recommending that manuscripts be released, the associate editor should give sufficient reason to the technical editor so the author can be fully informed.

The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The technical editor may:

- Accept the paper with no additional changes. When the technical editor makes this decision, the headquarters office and author are notified of the accepted paper and the production process begins.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The technical editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised manuscript is accepted, the staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the rejection. Depending on the circumstances, the technical editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers, layout, transmittal of proofs to authors, and publication.

### Paper Types

CFTM is a peer-reviewed, international, journal covering all aspects of applied crop, forage and grazinglands, and turfgrass management. The journal serves the professions related to the management of crops, forages and grazinglands, and turfgrass by publishing original articles, brief reports, reviews, and diagnostic and management guides that are beneficial to researchers, practitioners, educators, and industry representatives.

Original articles and brief reports are published in the topical categories applied turfgrass science, crop management, and forage & grazinglands.

Original articles describe work that represents a significant advance in the understanding of a particular issue and that leads to practical solutions to existing problems. Articles should not exceed 3000 words, excluding references.

Brief reports are short articles about new findings and recommendations relevant to the journal's subject matter area. They are limited to 1000 words, excluding title, author names, affiliations, references, tables, and figures.

Reviews summarize and analyze a topic of importance to the journal's subject matter area for nonspecialists. It is recommended that the word count not exceed 5000 words, excluding references.

Diagnostic guides describe the methods used to identify nutrient and other abiotic disorders; diseases and their causal agents; and insect, nematode, or weed pests. It is recommended that the word count not exceed 5000 words, excluding references.

Management guides expand and update the knowledge base of crop, sod, or forage producers, industry representatives, turf and grazingland managers, conservationists, Extension specialists, county agents, consultants, and other adult educators. It is recommended that the word count not exceed 5000 words, excluding references.

## JOURNAL OF ENVIRONMENTAL QUALITY

### History

The *Journal of Environmental Quality* (JEQ) is published jointly by ASA, CSSA, and SSSA. The first issue was published in January 1972 and was published quarterly until 1993. It has been published in six issues a year since 1994. Beginning in 1998, JEQ began publishing in both print and online versions. JEQ moved to online-only publication in 2013.

### Editorial Board

The JEQ editorial board consists of the ASA, CSSA, and SSSA editors-in-chief, the editor, technical editors who are experts in various areas, associate editors covering numerous subject-matter areas, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The JEQ editor is appointed by the ASA editor-in-chief in consultation and agreement with the CSSA and SSSA editors-in-chief and on behalf of the ASA, CSSA, and SSSA presidents. The editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the ASA editor-in-chief after consultation with the editor and in consultation and agreement with the CSSA and SSSA editors-in-chief and on behalf of the ASA, CSSA, and SSSA presidents. New technical editor positions may be created only with the approval of the ASA, CSSA, and SSSA Boards of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. Technical editors of JEQ recommend to the editor whether a manuscript should be accepted or released.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Technical editors normally delegate to associate editors the responsibility of finding reviewers and corresponding and working with authors to obtain revisions as needed. Associate editors recommend to their technical editor whether a manuscript should be accepted or released.

### Workflow

A contribution to JEQ receives a single-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted to JEQ, the editor assigns it to a technical editor. Prior to the official review, the editor and technical editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the technical editor assigns the manuscript to an associate editor. If, at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning outside reviewers.

The associate editor seeks the services of qualified peer reviewers via the manuscript submission system. The associate editor can serve as one of the reviewers of the paper unless the subject matter is too far outside their area of expertise. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring the reviews are completed in a timely manner. Reviewers of JEQ manuscripts are requested to complete reviews in 21 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time the paper is subject to release.

Associate editors do not have the authority to accept or release a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the technical editor regarding acceptance or release of the manuscript. When recommending that a manuscript be released, the associate editor should give sufficient reason to the technical editor so that the author can be fully informed.

The technical editor notifies the editor of the recommendation.

The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The technical editor may:

- Recommend acceptance of the paper with no additional changes.

- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The technical editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details).
- Recommend that the paper be rejected, informing the editor of that recommendation and detailing the reason(s) for the release.

The editor makes the final decision regarding the manuscript and can accept, modify, or disagree with the technical editor's recommendation. If the editor suggests further modifications, the technical editor will work with the author, usually through the associate editor, to clear up any points. If the recommendation is for release and depending on the circumstances, the editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

The editor notifies the corresponding author of the final decision. When the editor accepts a manuscript, the headquarters office and author are notified of the accepted paper and the production process begins.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers approved for publication, typesetting, transmittal of proofs to authors, and publication.

### Paper Types

Articles in JEQ cover various aspects of anthropogenic impacts on the environment, including agricultural, terrestrial, atmospheric, and aquatic systems, with emphasis on the understanding of underlying processes rather than monitoring.

Contributions reporting original research or reviews and analyses dealing with some aspect of environmental quality in natural and agricultural ecosystems are accepted from all disciplines for consideration by the editorial board.

Paper types include technical reports, reviews and analyses, perspectives, technical notes, and datasets. Letters to the editor are also accepted. Reviews and analyses papers and book reviews may be invited by the editor. Technical reports, dataset papers, and technical notes have a word limit of 7000 words, excluding references and where each figure and table count as 200 word equivalents. Review and analysis and issue papers have a suggested word limit of 12,000.

Technical reports are grouped by subject matter. These subject areas are periodically reviewed by the JEQ editorial board and are subject to change. The current subject-matter areas include atmospheric pollutants



and trace gases, biodegradation and bioremediation, ecological risk assessment, ecosystem restoration, environmental microbiology, environmental models, modules, and datasets, groundwater quality, landscape and watershed processes, plant and environment interactions, organic compounds in the environment, surface water quality, trace elements in the environment, urban pollutants, vadose zone transport processes and chemical transport, waste management, and wetlands and aquatic processes.

JEQ regularly publishes special sections. Guest editors may propose topics and work with the editor in developing the special section. Special sections in JEQ are designed to bring to the forefront and promote new areas of research of broad interest to the journal's readership; to highlight and provide a platform for scientific exchange resulting from symposia, collaborative projects, and topical conferences; and/or to provide a periodic overview of the state of the art in various research areas by soliciting contributions from active leaders in the field of environmental quality. Special sections usually have guest editors. Manuscripts follow the same workflow as other JEQ articles, with guest editors often taking the role of associate editor and with the journal editor having the final decision regarding acceptance or release.

## JOURNAL OF PLANT REGISTRATIONS

### History

*Journal of Plant Registrations* (JPR) is the official registration publication of CSSA. It was first published in May 2007 in both print and online versions. Previously, plant registrations were published as short notes in *Agronomy Journal* and later in *Crop Science*. JPR moved to online-only publication in 2013. It is published in three issues per year.

JPR works in cooperation with the USDA-ARS's National Germplasm Resources Laboratory of the National Plant Germplasm System and the National Laboratory for Genetic Resources Preservation to ensure assignment of a registration number to registered material, issue certificates of registration, confirm a permanent record file in the Germplasm Resources Information Network database, and ensure that the list of all registered materials is available to users worldwide.

### Editorial Board

JPR is prepared by an editorial board consisting of the CSSA editor-in-chief, the editor, associate editors, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The JPR editor is appointed by the CSSA editor-in-chief on behalf of the CSSA president. The editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

The editor delegates to associate editors the responsibility for obtaining reviews from qualified peer scientists.

**ASSOCIATE EDITORS.** Under the direction of the editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Associate editors recommend to the editor whether a manuscript should be accepted or released.

### Workflow

A contribution to JPR receives a single-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted to JPR, the editor assigns the paper to an associate editor. Prior to the official review, the editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the editor assigns the manuscript to an associate editor. If, at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the editor before assigning outside reviewers.

The associate editor invites qualified peer reviewers via the manuscript submission system. The associate editor can serve as one of the reviewers of the paper unless the subject matter is too far outside their area of expertise. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring that the reviews are completed in a timely manner. Reviewers of JPR manuscripts are requested to complete reviews in 21 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time the paper is subject to release.

Associate editors do not have the authority to accept or reject a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the editor regarding acceptance or release of the manuscript. When recommending that manuscripts be rejected, the associate editor should give sufficient reason to the editor so that the author can be fully informed.

The editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The editor may:

- Accept the paper with no additional changes. When the editor makes this decision, the headquarters office and author are notified of the accepted paper and the production process may begin.

- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised manuscript is accepted, the staff and author are notified and production may begin.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the rejection. Depending on the circumstances, the editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicates with the corresponding author throughout the production process. Note that registration articles enter the production process only after the PI and registration numbers have been assigned by the USDA. The program manager supervises copyediting of papers, layout, transmittal of proofs to authors, and publication.

### Paper Types

JPR publishes rigorously peer-reviewed research describing the development of new plant genotypes with enhanced nutrition, productivity, quality, and/or genetic diversity. The journal is the premier international venue for plant breeders, geneticists, and genome biologists to publish research describing new and novel plant cultivars, germplasms, parental lines, genetic stocks, and genomic mapping populations. In addition to the main audience of agricultural scientists, registration articles can serve as supplementary resources for policy makers, humanitarian organizations, and biomedical and nutritional scientists.

JPR publishes cultivar, germplasm, parental line, genetic stock, and mapping population registration manuscripts, keeping breeders informed about new advances in the genetic diversity of crops. JPR also encourages and accepts descriptions of plant genetic materials that have made a major impact on agricultural security (review and analysis), as well as short manuscripts characterizing accessions held in national and international plant germplasm collection systems (descriptions of plant genetic materials).

Registration of genetic materials protected by patents, plant variety protection, or other instruments is encouraged by CSSA and JPR. The requirements are as follows: “To be registered, plant material must be available for use as a source material for research and breeding. Both nonexclusive and exclusive releases must be made available to the public without restriction upon expiry of protections (such as Patents, Plant Variety Protection, or Material Transfer Agreements), which may not exceed 20

years.” It is the authors’ responsibility to state the form of restriction and the way to access the material during the period of restricted use.

## NATURAL SCIENCES EDUCATION

### History

*Natural Sciences Education* (NSE) is an outgrowth of the agronomic education section formerly published in *Agronomy Journal*. It was established as a separate journal by ASA in 1971 under the title *Journal of Agronomic Education*. In 1992, it was given the name *Journal of Natural Resources and Life Sciences Education* when its scope was expanded and a number of organizations were brought in as cooperators. The title was changed to *Natural Sciences Education* in 2013 to widen the scope further and add more cooperators.

NSE was published twice yearly from 1971 through 1997. Beginning in 1998, articles were published in both online and print versions. NSE became online only starting in 2013, and at the end of each year, the papers for that year were collected and published in an annual volume. Beginning in 2021, NSE returned to twice-yearly issues.

### Editorial Board

The editorial board of NSE consists of the ASA editor-in-chief, the editor, technical editors, associate editors, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The NSE editor is appointed by the ASA editor-in-chief on behalf of the ASA president. After consultation with the ASA editor-in-chief and on behalf of the ASA president, the editor appoints associate editors. The editor delegates to associate editors the responsibility for obtaining reviews from qualified peer scientists. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the journal editor after consultation with the ASA editor-in-chief and on behalf of the ASA president. New technical editor positions may be created only with the approval of the ASA Board of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. NSE technical editors of are empowered to accept and reject papers.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Associate editors recommend to their technical editor whether a manuscript should be accepted or rejected.

## Workflow

A contribution to NSE receives a single-anonymous review.

The editor oversees the peer-review process via the online manuscript submissions system. Once a paper is submitted, the editor assigns the paper to a technical editor. Prior to the official review, the editor and technical editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the technical editor assigns the manuscript to an associate editor. If at this stage the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning reviewers.

The associate editor seeks the services of qualified peer reviewers via the electronic submission system. The associate editor can serve as one of the reviewers of the paper unless the subject matter is too far outside their area of expertise. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring the reviews are completed in a timely manner. Reviewers of NSE manuscripts are requested to complete reviews in 21 days.

Associate editors can decide to return a paper to an author for revision (major or minor) but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time their papers are subject to release by the editor.

Associate editors do not have the authority to accept or reject a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the technical editor regarding acceptance or release of the manuscript. When recommending that manuscripts be rejected, the associate editor should give sufficient reason to the technical editor so the author can be fully informed.

The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The technical editor may:

- Accept the paper with no additional changes. When this recommendation is selected, the headquarters office and author are notified of the accepted paper and the production process begins.
- Determine that the paper is worthy of publication but not ready for acceptance and recommend a revision. The technical editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised paper is accepted, staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the release. Depending on the circumstances,



the technical editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers, layout, transmittal of proofs to authors, and publication.

### Paper Types

NSE accepts reports of original studies pertaining to concepts of resident, extension, and industrial education in various disciplines. This includes analysis and synthesis of existing knowledge or research, instructional techniques and methods, surveys of instruction, and other studies that contribute to the development or better understanding of educational efforts. Reviews of comprehensive and well-defined scope are acceptable. Manuscripts based mainly on personal philosophy or opinion are acceptable if they conform to the above criteria.

Original articles are published in the areas of animal science, ecology, natural resources, agronomy, the environment, entomology, and more. Table of contents headings in the journal are: Graduate Education, Undergraduate Education, K–12 Education, Extension Education, Research, Notes, and Web Lessons and Learning Activities. Authors are given the opportunity to designate the subject matter heading under which the article could logically appear. Other types of manuscripts published in NSE include case studies, computer software articles, profiles, and letters to the editor.

## THE PLANT GENOME

### History

*The Plant Genome* (TPG), published by CSSA, was first published as a *Crop Science* supplement to the November–December 2006 issue. *The Plant Genome* was published as a separate journal in July 2008 in both print and online versions. TPG moved to online-only publication in 2013. Previously published in three issues per year, TPG began publishing in four issues per year beginning in 2022. TPG is fully open access.

### Editorial Board

The TPG editorial board consists of the CSSA editor-in-chief, the editor, technical editors, associate editors, and the program manager, publications director, and chief executive officer as ex officio members. See



Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The TPG editor is appointed by the CSSA editor-in-chief on behalf of the CSSA president. After consultation with the CSSA editor-in-chief and on behalf of the CSSA president, the editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the CSSA editor-in-chief on behalf of the CSSA president and after consultation with the editor. New technical editor positions may be created only with the approval of the CSSA Board of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. TPG technical editors are empowered to accept and release papers.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Associate editors are responsible for finding reviewers and corresponding and working with authors to obtain revisions as needed. Associate editors recommend to the editor whether a manuscript should be accepted or released.

### Workflow

A contribution to TPG receives a single-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted, the editor assigns the paper to a technical editor. Prior to the official review, the editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the technical editor assigns the manuscript to an associate editor. If at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning outside reviewers.

The associate editor seeks the services of qualified peer reviewers via the manuscript submission system. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring the reviews are completed in a timely manner. Reviewers of TPG manuscripts are requested to complete reviews in 14 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time their papers are subject to release.

Associate editors do not have the authority to accept or reject a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes the recommendation to the technical editor regarding acceptance or release of the manuscript. When recommending that manuscripts be released, the associate editor should give sufficient reason to the technical editor so the author can be fully informed.

The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The technical editor may:

- Accept the paper with no additional changes. When the technical editor selects this recommendation, the headquarters office and author are notified of the accepted paper.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The technical editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised paper is accepted, the staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the release. Depending on the circumstances, the technical editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers approved for publication, typesetting, transmittal of proofs to authors, and publication.

### Paper Types

TPG publishes original research investigating all aspects of plant genomics including genome biology, functional genomics, genomic analyses of important traits, genomic resources, genomics-assisted breeding, and genome engineering. Technical breakthroughs reporting improvements in the efficiency and speed of acquiring and interpreting plant genomics data are also considered. Papers in TPG are under the following categories: original research, review articles, resources, perspectives, technical advances, data articles, and letters to the editor.

## THE PLANT PHENOME JOURNAL

### History

*The Plant Phenome Journal* (TPPJ), copublished by ASA and CSSA, is a continuously published, online-only, open access journal. TPPJ is a trans-disciplinary journal publishing original research, interpretations, and datasets investigating all aspects of plant phenomics. The journal was launched in 2017.

### Editorial Board

The editorial board of TPPJ consists of the ASA and CSSA editors-in-chief, the editor, technical editors, associate editors, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The TPPJ editor is appointed by the ASA editor-in-chief in consultation and agreement with the CSSA editor-in-chief and on behalf of the ASA and CSSA presidents.

After consultation with the ASA and CSSA editors-in-chief and on behalf of the ASA and CSSA presidents, the editor appoints technical and associate editors. The editor may write editorials and solicit manuscripts on special topics.

**TECHNICAL EDITORS.** Technical editors are appointed by the journal editor after consultation with the ASA and CSSA editors-in-chief and on behalf of the ASA president. New technical editor positions may be created only with the approval of the ASA and CSSA Boards of Directors.

Technical editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. TPPJ technical editors recommend to the editor whether a manuscript should be accepted or rejected.

**ASSOCIATE EDITORS.** Under the direction of a technical editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Associate editors recommend to their technical editor whether a manuscript should be accepted or rejected.

### Workflow

Papers submitted to TPPJ undergo a single-anonymous review process.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted, the editor assigns the paper to a technical editor. Prior to the official review, the editor and technical editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the technical editor assigns the manuscript to an associate editor. If at this stage the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the technical editor before assigning reviewers.

The associate editor seeks the services of qualified peer reviewers via the manuscript submission system. The associate editor can serve as one of the reviewers of the paper unless the subject matter is too far outside their area of expertise. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring the reviews are completed in a timely manner. Reviewers of TPPJ manuscripts are requested to complete reviews in 21 days.

Associate editors can decide to return a paper to an author for revision (major or minor) but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made. Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time their papers are subject to release by the editor.

Associate editors do not have the authority to accept or reject a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the technical editor regarding acceptance or release of the manuscript. When recommending that manuscripts be rejected, the associate editor should give sufficient reason to the technical editor so the author can be fully informed.

The technical editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The technical editor may:

- Accept the paper with no additional changes. When this recommendation is selected, the headquarters office and author are notified of the accepted paper and the production process begins.
- Determine that the paper is worthy of publication but not ready for acceptance and recommend a revision. The technical editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised paper is accepted, staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the rejection. Depending on the circumstances, the technical editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers approved for publication, typesetting, transmittal of proofs to authors, and publication.

### Paper Types

Contributions to TPPJ may be original article, review, technical note, data article, commentary, methods and techniques, and protocol papers, as well as letters to the editor. Original articles report breakthrough research in applications domains and new technological advancements. Reviews synthesize across crops, disciplines, and institutions. Technical notes are short articles (usually 4000 words or less) primarily concerned with specific methodological advancements that improve plant phenomics. This is a good fit for describing new sensors, software, techniques, and other technologies that do not yet have substantial biological findings or impact from application.

Methods and techniques and data articles are limited to 2000 words, including figures, where each figure is considered equivalent to 250 words. Methods and techniques papers provide status updates on methodology, techniques, and tips of topical but broad interest, while data articles describe a large phenotypic data set submitted to the journal repository for community analysis. All data sets should adhere to the best metadata and curation practices at the time of submission, which we expect to evolve over time. Methodological advancements in sensors, devices, vehicles, or technologies for data collection, data management, algorithms or data analysis should be combined with impact in at least one application domain of agronomy, genetic discovery, physiology, pest management, or plant breeding.

Protocol papers describe/document the approach/steps needed to routinely apply an existing approach to make it repeatable among large numbers of independent laboratories. They are expected to be used primarily by large collaborative projects, led by one or more laboratories having deep expertise in the protocol and an agreed-upon standardized process to be deployed.

Letters to the editor are published subject to review and approval of the editor. When letters concern previous articles, the authors will be invited to reply; letter and reply are published together.

## URBAN AGRICULTURE & REGIONAL FOOD SYSTEMS

### History

*Urban Agriculture & Regional Food Systems* (UARFS), copublished by ASA and CSSA, is a continuously published electronic-only open-access journal. The journal launched in 2016 after being acquired from the Baltzer Scientific Group.

UARFS addresses securing access to and availability of culturally appropriate, nutritious, and safe food and other important plant products for a growing and rapidly urbanizing world population in times of increasing resource scarcity, diet-related ill-health, and climate change. This requires a multidisciplinary approach, and hence, UA welcomes contributions from a wide variety of disciplines.

### Editorial Board

The UARFS editorial board consists of the ASA and CSSA editors-in-chief, the editor, associate editors, and the the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The UARFS editor is appointed by the ASA and CSSA editors-in-chief on behalf of the ASA and CSSA presidents. After consultation with the ASA and CSSA editors-in-chief and on behalf of the ASA and CSSA presidents, the editor appoints associate editors. The editor may write editorials and solicit manuscripts on special topics.

**ASSOCIATE EDITORS.** Under the direction of the editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Associate editors are responsible for finding reviewers and corresponding and working with authors to obtain revisions as needed. Associate editors recommend to the editor whether a manuscript should be accepted or released.

### Workflow

A contribution to UARFS must be prepared in a way that will allow it to receive a double-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted, the editor assigns the paper to an associate editor. Prior to the official review, the editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the editor assigns the manuscript to an associate editor. If, at this stage, the associate editor feels that the manuscript is not ready for review, they are urged to discuss their concerns with the editor before assigning outside reviewers.

The associate editor seeks the services of qualified peer reviewers via the manuscript submission system. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring that the reviews are completed in a timely manner. Reviewers of UARFS manuscripts are requested to complete reviews in 21 days.



Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time the paper is subject to release.

Associate editors do not have the authority to accept or release a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the editor regarding acceptance or release of the manuscript. When recommending that manuscripts be released, the associate editor should give sufficient reason to the editor so that the author can be fully informed.

The editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The editor may:

- Accept the paper with no additional changes. When the editor selects this recommendation, the headquarters office and author are notified of the accepted paper and the production process begins.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The associate editor then works with the author to clear up any points (often involving scientific and technical details). If the revised paper is accepted, staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the rejection. Depending on the circumstances, the editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The program manager supervises copyediting of papers approved for publication, typesetting, transmittal of proofs to authors, and publication.

### Paper Types

UARFS publishes original research and reviews on urban and peri-urban agricultural production for food and other human related services. It focuses on the full range of dimensions related to urban and regional agriculture (production, ecological, social, and cultural). UARFS also publishes special collections and letters to the editor.

## VADOSE ZONE JOURNAL

### History

*Vadose Zone Journal* (VZJ) is published online monthly by SSSA. The first issue was published in August 2002 as an online-only journal. VZJ became open access in 2018.

VZJ is a publication outlet for interdisciplinary research and assessment of the critical zone, which comprises the Earth's critical living surface down to groundwater. It publishes reviews, original research, and special sections across a wide range of disciplines.

### Editorial Board

The VZJ editorial board consists of the SSSA editor-in-chief, the editor, co-editors who are experts in various areas, associate editors covering numerous subject-matter areas and responsibilities, and the program manager, publications director, and chief executive officer as ex officio members. See Chapter 1 for a general description of the responsibilities of the editorial board.

**EDITOR.** The VZJ editor is appointed by the SSSA editor-in-chief on behalf of the SSSA president. After consultation with the SSSA editor-in-chief, the editor appoints co-editors and associate editors. The editor may write editorials and solicit manuscripts and special sections on special topics.

**CO-EDITORS.** Co-editors delegate to associate editors the responsibility for obtaining reviews from qualified peer scientists. Co-editors of VZJ have the authority to accept or reject manuscripts.

**ASSOCIATE EDITORS.** Under the direction of a co-editor, associate editors are responsible for evaluating in a timely manner the technical and intellectual content and suitability of manuscripts assigned to them. Co-editors normally delegate to associate editors the responsibility of finding reviewers and corresponding and working with authors to obtain revisions as needed. Associate editors recommend to their co-editor whether a manuscript should be accepted or rejected.

### Workflow

A contribution to VZJ receives a single-anonymous review.

The editor oversees the peer-review process via the manuscript submission system. Once a paper is submitted to VZJ, the editor assigns the paper to a co-editor. Prior to the official review, the editor and co-editor may decide that a paper is not ready for review and release it back to the author.

After determining that a manuscript is ready for review, the co-editor assigns the manuscript to an associate editor. If, at this stage, the associate editor feels that the manuscript is not ready for review, they are urged

to discuss their concerns with the co-editor before assigning outside reviewers.

The associate editor invites qualified peer reviewers via the manuscript submission system. The associate editor can serve as one of the reviewers of the paper unless the subject matter is too far outside their area of expertise. The associate editor is responsible for obtaining at least two recommendations for acceptance or release of the manuscript and for ensuring that the reviews are completed in a timely manner. Reviewers of VZJ manuscripts are requested to complete reviews in 21 days.

Associate editors can decide to return a paper to an author for revision but should never indicate to the corresponding author anything that would guarantee acceptance if certain changes are made.

Corresponding authors are given 30 days to complete minor revisions and 60 days to complete major revisions, after which time the paper is subject to release.

Associate editors do not have the authority to accept or release a paper during the review process. After reaching a final decision about the acceptability of a paper, the associate editor makes a recommendation to the co-editor regarding acceptance or release of the manuscript. When recommending that manuscripts be released, the associate editor should give sufficient reason to the co-editor so the author can be fully informed.

The co-editor reviews the reviewers' comments and the associate editor's recommendation and may accept, modify, or disagree with that recommendation. The co-editor may:

- Accept the paper with no additional changes. When the co-editor makes this decision, the headquarters office and author are notified of the accepted paper and the production process begins.
- Agree that the paper is worthy of publication but disagree that the paper is ready for acceptance and recommend a revision. The co-editor then works with the author—usually through the associate editor—to clear up any points (often involving scientific and technical details). If the revised manuscript is accepted, the staff and author are notified and production begins.
- Reject the paper, informing the corresponding author of that action and detailing the reason(s) for the release. Depending on the circumstances, the co-editor may encourage the author to clear up any technical problems and resubmit the manuscript for further consideration. Resubmissions should be noted as such by the corresponding author at the time of resubmission.

The editor may make an immediate decision at any time during the process if needed.

After a paper is accepted, the journal staff and publisher communicate with the corresponding author throughout the production process. The

program manager supervises copyediting of papers, layout, transmittal of proofs to authors, and publication.

### Paper Types

VZJ reports interdisciplinary research and assessment of the vadose zone. It publishes articles across a wide range of disciplines. VZJ reports fundamental and applied research from disciplinary and multidisciplinary investigations, including assessment and policy analyses, of the mostly unsaturated zone between the soil surface and the groundwater table.

Contributions to VZJ include reviews, updates, original research papers, technical notes, letters to the editor, book reviews, and rapid communications.

Reviews may be invited or submitted. Updates are related to the journal's focus topics and are short reviews of recent progress in a particular area. They are meant to serve as both resources for research and advanced teaching tools. Most update papers are solicited from subject matter experts in association with a specific focus topic. Updates should not exceed 5000 words, with references, but excluding supplemental material. Updates should include a title that attracts the attention of non-specialists and an abstract of not more than 150 words. Updates are subject to the regular review process.

Original research findings are interpreted to mean the outcome of scholarly inquiry, investigation, modeling, or experimentation having as an objective the revision of existing concepts, the development of new concepts, or the development of new or improved techniques in some aspect of the vadose zone.

Rapid communications are intended to highlight time-sensitive new research results that have far-reaching impacts across the vadose zone community. These manuscripts undergo the same rigorous peer review as other submissions, but the process is accelerated and the papers are shorter and more accessible.

Technical notes are scientifically sound, stand-alone articles that tend to focus on new experimental (laboratory or field), analytical, or modeling methods, and they tend to be shorter in length.

Special sections on particular topical areas are identified and developed by the editorial board, and contributions are solicited by guest editors.