

## **UCL Press Journals Committee Terms of Reference**

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### **Purpose**

The UCL Press Journals Committee will provide expert scientific and scholarly input, oversight, and moral support to the UCL Press Journal programme.

### **Membership**

The UCL Press Journals Committee is made up of current UCL Press journal Editors-in-Chief and UCL Faculty staff members, who possess subject expertise representative across the spectrum of UCL's research, teaching, learning and innovation activities.

The UCL Press Journals Committee will be chaired by Paul Ayris, Pro-Vice-Provost LCCOS - Library, Culture, Collections, Open Science. The role of a UCL Press Journals Committee Member is voluntary and non-remunerated.

### **Duties and responsibilities**

The UCL Press Journals Committee will preserve and enhance the Press's reputation as a respectable and trusted publisher of high-quality scientific and scholarly information, by:

1. Reviewing and offering critiques and advice to help steer medium and long-term journal publishing strategy, .
2. Reviewing and offering critiques and advice on publishing systems and processes for the journals portfolio.
3. Discussing, steering, and agreeing [UCL Press's Journals' Editorial Policies](#).
4. Identifying, and proposing where necessary, development opportunities appropriate for the journals programme to the UCL Press and Publications Board, including ad hoc reviewing of any new journal proposals to grow the UCL Press journals portfolio.
5. Discussing journal performance and providing a forum for Editors to table publishing experiences, challenges, and successes.
6. Reviewing an annual report of the programme (including publishing stats and other measurements of success).
7. The UCL Press Journals Committee will formally report to the UCL Press and Publications Board

To maintain the highest standards of scientific and scholarly publication, all UCL Press journal editorial boards and committees agree to follow, where applicable, best practice publishing guidelines as outlined by relevant ethical research and publication bodies within the [UCL Press Journals Editorial Policies](#), including the Committee On Publication Ethics (COPE) - [https://publicationethics.org/files/u2/Best\\_Practice.pdf](https://publicationethics.org/files/u2/Best_Practice.pdf)

Members will report any significant conflict of interest to the Chair.

### **Amendment to these terms of reference**

The terms of reference will be reviewed annually to determine if any updates are required.