

APodC Policy on:

International Journal

Board of Management

Overall responsibility for the Journal is vested in the Board of Management. The ApodC and SCP each nominate up to four members to sit on the Board. The members of the Board of Management are accountable to their own governing bodies, in our case the APodC Board. The Board ratifies any business plan, resource/funding requirements or agreements with third parties.

The Board of Management will be responsible for all business and financial decisions relating to the Journal within the parameters set by the governing bodies. The Board will not be responsible for editorial decisions.

The Board will hold a formal meeting at least once a year. In order to contain costs, meetings will be held at international podiatry conferences, or via video/telephone conferencing, wherever possible.

Delegations

Under the Memorandum of Understanding the APodC Board is responsible for:

- approving the business plan and parameters for the Journal
- appointing the Management Board
- appointing the Editor
- approving key processes

Once these are done the Management Board and Editor are responsible for delivering the Project deliverables. This includes developing the business plan and operating within the parameters it sets once this is agreed by the Board. The Board may decide on additional parameters/goals for the Management Board using KPIs (such as impact factor, number of submissions and sponsorship revenue as reportable KPI).

The Board is responsible for re-appointment of the Editor of JFAR. One year out the process to be used must be decided and can vary each time on what is deemed appropriate. The choices include re-appoint or to go through an open process.

The Board delegate oversight of the Editor to the Management Board.

Adopted on: November 2007

Reviewed: _____

Revised: _____