

15.99.99.R0.01 Sam Rayburn Series on Rural Life

Approved September 1, 1996

Revised February 6, 2006

Revised May 13, 2009



Procedure Statement

In conjunction with the Texas A&M University Press, Texas A&M University-Commerce will undertake to publish two titles per fiscal year in the Sam Rayburn Series on Rural Life. The series will focus on authors and topics important to this campus and its service area.

Reason for Procedure

This procedure outlines the administration, goals, and operation of the series.

Procedures and Responsibilities

1. ADMINISTRATION

- 1.1 The series will be administered by a general editor who is appointed by the president of A&M-Commerce and approved by the director of the A&M Press.
- 1.2 The general editor should be a respected, published scholar who has had editorial experience and who can work well with contributing authors and with the A&M Press editor and staff. Additionally, the appointed person should be a tenured faculty member with a minimum of five years service to A&M-Commerce and should be a member of the graduate faculty.
- 1.3 The general editor's responsibilities include, but are not limited to, publicizing the series; developing operational procedures; locating potential authors; overseeing an Editorial Advisory Board; and screening, reviewing, and submitting recommended manuscripts to the A&M Press Faculty Advisory Committee.

2. GOALS

- 2.1 The goals of this series are threefold: (1) to enhance the academic and public reputation of A&M-Commerce; (2) to foster scholarship among faculty and other scholars; and (3) to contribute to the world of knowledge.

3. OPERATION

3.1 The operation of this series shall be executed as follows:

3.1.1 The series is established under a contract between A&M-Commerce and the Texas A&M University Press as a series agreement.

3.2.1 Fiscal and administrative matters within the university shall be processed through the president, who will contribute to the annual evaluation of the general editor.

3.3.1 Upon recommendation of the general editor, the president will appoint an Editorial Advisory Board whose members will serve as readers and evaluators of manuscripts for the general editor.

3.4.1 The general editor will coordinate matters not covered above with the president.

Related Statutes, Policies, or Requirements

System Policy [Section 15 Research Programs](#)

Definitions

[Texas A&M University Press](#)

Contract No. UP-96-083

Contact Office

President's Office

903-886-5009