

CSSA Publication Policy

This publication policy statement outlines policy and procedures relative to CSSA publications.

I. General Policy

All material intended for publication by the Society should be written in English. Manuscripts for *Crop Science* should be sent to the appropriate Technical Editor. Manuscripts for publications other than *Crop Science* should be sent to the special editor appointed by the President for the publication in question.

II. Editor-in-Chief

The Society's Editor-in-Chief is nominated by the President, confirmed by the Board of Directors, and serves a 3-year term. The Editor-in-Chief may be reappointed for a second term, but not a third without an intervening 3-year period. This person has overall responsibility for all publications of the Society and serves on the Intersociety Editorial Policy Coordination Committee, which is chaired by the ASA Editor-in-Chief.

The Editor-in-Chief makes recommendations to the President in regard to appointment and reappointment of editors of journals and other publications and serves as a member of all editorial boards and publication committees. This person may be called on to handle special problems through an appeals process and to perform other editorial duties requested by the Board of Directors.

III. Crop Science

A. General

Crop Science, published bimonthly, is the official journal of the Crop Science Society of America. The journal is prepared by an Editorial Board consisting of the Editor-in-Chief, Editor, Technical Editors, Associate Editors, a Managing Editor, Executive Vice President, and Associate Executive Vice President. *Crop Science* publishes original research findings in crop breeding, genetics, and cytology; crop physiology and metabolism; crop ecology, production, and management; seed physiology, production, and technology; turfgrass; crop quality and utilization; cell biology and molecular genetics; and plant genetic resources. "Original research findings" are interpreted to mean the outcome of scholarly inquiry, investigation, or experimentation having as an objective the development of new concepts, the revision of existing concepts, or the development of new or improved techniques in some phase of crop science. Critical reviews and interpretive papers are encouraged. Cultivar, germplasm, parental line, and genetic stock registrations are published after review by the Crop Registration Committee. Authors should submit registrations to the Crop Registration Subcommittee member for the specific crop or to the Crop Registration Committee Chair. All papers, whether invited or volunteered, are subject to review. Additional details on requirements for articles are published in the ASA-CSSA-SSSA *Publications Handbook and Style Manual* and in *Crop Science*. Except as specified below, at least one author of each contribution submitted for publication in *Crop Science* must hold active, sustaining member representative, emeritus, graduate student, or dues-paying undergraduate student membership in the Crop Science Society of America, the American Society of Agronomy, or the Soil Science Society of America.

B. Responsibilities of Editorial Board

1. Editor

The Editor, who serves as Chair of the Editorial Board, is responsible for overall quality of the content of the journal and implements policy decisions. Policy decisions are made by the CSSA Board of Directors. The

Editor and Editorial Board develop procedures for manuscript submission, review and referee criteria, acceptance, release, and publication. The Editor delegates editorial functions to other members of the Editorial Board and takes an active part in developing recommendations for Board of Directors approval relative to the journal's aims, policies, and editorial coverage. The Editor also processes review and interpretive papers and handles the appeal procedure for rejected manuscripts. The Editor may write editorials or solicit manuscripts on special topics.

2. Technical Editor

Technical Editors are appointed for specific subject matter areas and are responsible for the technical and intellectual content of the journal in these areas. They supervise the registering of manuscripts and other record keeping activities, and direct the work of the assigned Associate Editors in reviewing and evaluating manuscripts submitted to *Crop Science*. They may delegate to Associate Editors the responsibility of corresponding and working with authors when manuscript revisions are needed, but are responsible for making the decision on acceptance or release of a paper. Technical Editors notify authors when manuscripts are not accepted for publication and inform the Managing Editor and Editor of this action.

3. Associate Editor

Associate Editors are responsible for obtaining a minimum of two reviews for each manuscript assigned to them, one of which should be accomplished by the Associate Editor. Each review is an evaluation of the intellectual content of the manuscript and its suitability for publication. An Associate Editor recommends the course of action regarding the disposition of an assigned manuscript to the Technical Editor. As a result of recommendations from an ad hoc committee to study procedures for obtaining more prompt reviews, the CSSA Executive Committee approved the following steps at its meeting of 16-18 September 1985:

- The Crop Science Editorial Board will be composed of a sufficient number of Associate Editors so that no single Associate Editor will be required to handle more than 12 papers per year.
- Associate Editors will be requested to commit themselves to giving high priority to prompt handling of papers.
- Associate Editors are expected to act as primary reviewers for papers close to their area of expertise.
- Associate Editors are encouraged to contact prospective reviewers by telephone before sending a paper, and will request return of the reviewed manuscript within 2 weeks. If necessary, the Society is prepared to provide a limited amount of financial assistance to help offset telephone costs.
- Associate Editors are advised to read papers carefully before sending them out for review. The Associate Editor is encouraged to be one of the primary reviewers. Two quality reviews of a manuscript is the goal.
- Associate Editors should avoid sending revisions out for additional review unless very extensive revision makes it mandatory.
- The Associate Editor is encouraged to handle minor revisions by telephone rather than returning the paper to the author.

4. Managing Editor

The Managing Editor for *Crop Science* is assigned by the Executive Vice President. The Managing Editor supervises the processes of copyediting papers for publication, typesetting, sending galley proofs to authors, preparing papers for printing, and producing reprints.

C. Manuscript Handling

1. General Procedures

Four copies of manuscripts should be submitted to a Technical Editor, on the basis of subject matter. The Technical Editor notifies the corresponding authors of receipt of the manuscripts, sends a Permission to Print and Reprint form to the author, and assigns registration numbers to the manuscripts. The registration number must be used in all correspondence regarding the manuscript. The Technical Editors in turn assign properly prepared manuscripts to Associate Editors. The Associate Editors obtain a minimum of two reviews for each manuscript.

If the reviewers recommend publication without change and the Associate Editor agrees, the manuscript and reviewer reports are sent to the Technical Editor for concurrence.

If the reviewers and the Associate Editor find the manuscript could be published after some revision, the manuscript is returned to the author to obtain a satisfactory revision.

If a manuscript returned to an author for revision is not returned within a time specified by *Crop Science*, it will be released by the Technical Editor. Once released, manuscripts must be resubmitted to the Technical Editor to receive additional consideration for *Crop Science*.

If the reviewers and Associate Editor recommend that a manuscript be rejected, the manuscript and reviewers' comments are sent to the Technical Editor. If the Technical Editor concurs that the manuscript should be rejected, the manuscript is released to the author. The author of a manuscript that has been released has the option of appealing the release to the CSSA Editor. In appealing the release, the author must provide the Editor with a clean copy of the released version of the manuscript, all editorial correspondence, and a letter stating the reasons why the author is appealing the release.

2. Preparation of Papers for Publication

The author of an approved manuscript will be notified by the Managing Editor of the probable publication date. Approved manuscripts are generally prepared for printing in order of their received dates. Manuscripts are read and edited by the Managing Editor or an assistant editor. The author may be contacted concerning editorial questions.

Typeset proofs are sent to the authors along with the manuscript, figure proofs, table proofs, and a reprint order form showing the page and publication charges.

Ten to 15 days are allowed USA and Canadian authors for shipping, reading, and return of proofs. (Additional time is allowed to authors in other nations, but all authors are expected to return galley proofs to the Headquarters Office as soon as possible—generally within 2–4 days.) Airmail is used to send proofs internationally and should be used for their return.

The production and shipping of reprints is managed by the Headquarters Office. About 10 weeks are required from delivery of *Crop Science* to shipment of reprints.

D. Publication Charges

Publication charges are assessed for volunteered papers, notes, and registration articles accepted by *Crop Science*. Current charges are published in the journal's masthead. No publication charges are assessed for invited review papers or Letters to the Editor.

Author alterations in galley proofs are charged separately, and an extra charge is assessed if costs exceed the aver-

age for photographic reproduction of line drawings or photographs.

E. Prior Publication

Manuscripts published in *Crop Science* must be original reports. They may not have been published previously or simultaneously submitted to another scientific or technical journal. Whether publication in nontechnical outlets constitutes prior publication is decided on a case-by-case basis. In general, publication in nontechnical media will be considered prior publication only when all of the data and conclusions are included in the nontechnical medium.

F. Notes

Short papers covering experimental techniques, apparatus, and observations of unique phenomena are published as notes. Review procedures for notes are the same as those for regular articles. A research manuscript that in the opinion of the editor better fits the criteria of a note may be published as a note if the corresponding author agrees. The format for notes (normally less than two printed pages) is usually less formal than that for full-length articles.

G. Letters to the Editor

Crop Science publishes Letters to the Editor. Letters may contain comments on articles appearing in *Crop Science* or general discussions about crop science research and are limited to one printed page. No publication charge is assessed. If a letter discusses a published paper, the author of that paper may submit a response to the comments. This response is generally printed along with the letter. Published letters must be approved by the Editor of *Crop Science* and may receive a peer review.

H. Transfer to Other Journals

Papers submitted to *Crop Science* may be transferred to one of the other publications of the Crop Science Society of America, the American Society of Agronomy, or the Soil Science Society of America, provided: the author requests the transfer or gives written permission for such transfer; the subject matter is appropriate for the publication to which the transfer is proposed, said appropriateness to be determined by the Editor of the publication in question; and the manuscript meets editorial approval for publication in the outlet to which transfer is proposed. Where a transfer is made, the date of receipt is the date on which the paper was received by the editorial office to which it was submitted originally. Papers submitted originally for publication by one of the associated Societies may be accepted for publication by the Crop Science Society of America under the same policy.

I. Annual Addresses

Addresses by Society officers and by invitational speakers given at plenary sessions during the annual general meeting are eligible for publication in *Crop Science*. The manuscripts may be reviewed informally by the Editorial Board, but shall require approval only with respect to form and style.

J. Invited Papers from Annual Meetings

Invited papers given at annual meetings by nonmembers of the Society, and who have nonmembers as coauthors, are not eligible for publication in *Crop Science* unless approval for eligibility is obtained from the President before the invitation is issued. Divisional chairs who wish to issue invitations for papers should obtain this approval through the President-Elect, who is the General Program Chair. The President may seek the advice of the Editorial Board in reaching a decision. Once approval for eligibility has been obtained, the manuscript is handled by the Editorial Board, in accordance with the policy outlined in Section C. Page charges for such invited papers are waived. If the subject matter of the proposed manuscripts appears to fit better in one of the publications of the

American Society of Agronomy or the Soil Science Society of America, prior approval of that Society must be obtained, as outlined above, or in such other manner as may be specified by that Society. Where eligibility for publication is granted, the Division Chair should make clear to the participants that action by the President does not alter the authority and responsibility of the Editorial Board to judge the suitability of the manuscript for publication.

K. Papers in a Joint Program or Symposium with Another Organization

The policy on papers presented in a joint program or symposium with another organization is the same as outlined in J, with two exceptions. First, if the individual representing the Crop Science Society of America in arrangements with the other organization is not a Divisional Chair, the person shall discharge the responsibilities charged to the Divisional Chair in Section J. Second, agreement on publication procedures must be reached between the President of the Crop Science Society of America and the comparable official of the cooperating organization, before invitations are issued.

L. Society Affairs

Business affairs of the Society and other items of interest and concern to members are published in *Crop Science*.

M. Editorials

Occasional editorials may be published in *Crop Science* as the need arises and at the discretion of the Editor.

IV. Special Publications

Special publications usually result from timely topics presented in symposia at the annual meetings of the Societies. Each Society has its own special publication series. The ASA, CSSA, and SSSA can jointly publish in any of the series.

A. Guidelines

1. Organizing Committee

Members who initiate a special publication must submit a proposal for consideration by the CSSA Executive Committee. Special publication proposal forms are available from the Headquarters Office. If the proposal is to publish the proceedings of a symposium, it must be submitted at least 6 months before the symposium.

The Executive Committee of the Society reviews special publication proposals, and upon consultation with the Editor-in-Chief, approves or disapproves publishing the special publication. A special publication sponsored jointly by all three Societies will be published in the ASA series. A publication jointly sponsored by ASA and CSSA will be published in the CSSA series.

2. Editorial Committee

The Executive Committee may appoint an editorial committee for a special publication from persons recommended in the proposal. The Editor should keep the Editor(s)-in-Chief of the Society(ies) apprised of the publication's status. The Editor-in-Chief of the leadership Society serves as an ex-officio member of the editorial committee.

3. Handling of Manuscripts

Papers for a special publication, whether invited or volunteered, must be submitted to the organizer of the symposium or the editor of the special publication, at least 4 weeks before the symposium.

Manuscripts submitted to the Chair of the Editorial Committee are assigned to members of the committee for review as outlined below. Manuscripts should meet Society publication standards. The Chair makes the final decision on the acceptability of manuscripts.

Timeliness in publication of symposia papers is crucial to fulfilling the purposes justifying publication, commitments to the authors, and successful sales.

Hence, editorial work must be completed promptly and manuscripts sent to the Managing Editor, normally within 8 weeks after the date of the symposium. Delays greatly exceeding this will cause reevaluation of the publication commitment by the Society Executive Committee.

4. Review of Manuscripts

Manuscripts that are primarily presentations of original data are reviewed to determine that (i) experimental methods and procedures are adequately described, (ii) interpretations and conclusions are valid and consistent with the data presented, and (iii) the paper presents significant new information or significant new interpretations of preexisting data. The authors of such papers must submit a Transfer of Copyright to the Society (see the *Publications Handbook and Style Manual*, Chapter 8).

Contents of manuscripts that are primarily reviews and interpretations of published data are reviewed to determine that (i) all aspects of the topic have been adequately covered, (ii) data presented are representative of the information published, and (iii) the interpretations and conclusions made are consistent with the data and results presented. Authors of such papers must obtain permission to use existing material from the author(s) and publishers.

Reviewers of manuscripts being considered for publication have 4 weeks to review the manuscripts. The authors have 4 weeks to make the revisions and return the manuscripts to the editor of the special publication.

V. Monographs

The CSSA Monographs Committee is responsible for initiating and/or evaluating monograph proposals. If the Monographs Committee feels that a proposal is worthy of additional consideration, the committee will recommend to the Executive Committee that a feasibility committee be appointed to study the need for a monograph on the subject proposed. Where appropriate, the feasibility committee is encouraged to seek guidance from the C-Divisions most closely related to the topic under consideration. The Monographs Committee should suggest persons for possible appointment to the feasibility committee. If the feasibility committee recommends that a monograph be prepared, the committee may develop an initial outline for the proposed publication and suggest possible authors for consideration by the Editorial Committee once it is appointed. The feasibility committee, though appointed by the CSSA President, submits its recommendation to the Monographs Committee which in turn passes the report on to the Executive Committee with any additional comments or recommendations.

Research reviews and other manuscripts dealing extensively with a particular subject may be published as a monograph. The same editorial style and review process which applies to manuscripts for journals and special publications apply to manuscripts for monographs.

VI. Other Publications

The Society may also publish other publications, i.e., hard and soft cover publications which do not fall within the numbered special publication or monograph series. The same editorial style and review process which applies to publications in a numbered series shall apply to those publications not included in a series.

VII. Policy Changes

CSSA publication policies are approved by the Board of Directors. These policies may be changed upon approval by the Board of Directors.

Conversion Factors for SI and non-SI Units

To convert Column 1 into Column 2, multiply by	Column 1 SI Unit	Column 2 non-SI Unit	To convert Column 2 into Column 1 multiply by
Length			
0.621	kilometer, km (10 ³ m)	mile, mi	1.609
1.094	meter, m	yard, yd	0.914
3.28	meter, m	foot, ft	0.304
1.0	micrometer, μm (10 ⁻⁶ m)	micron, μ	1.0
3.94×10^{-2}	millimeter, mm (10 ⁻³ m)	inch, in	25.4
10	nanometer, nm (10 ⁻⁹ m)	Angstrom, Å	0.1
Area			
2.47	hectare, ha	acre	0.405
247	square kilometer, km ² (10 ³ m) ²	acre	4.05×10^{-3}
0.386	square kilometer, km ² (10 ³ m) ²	square mile, mi ²	2.590
2.47×10^{-4}	square meter, m ²	acre	4.05×10^3
10.76	square meter, m ²	square foot, ft ²	9.29×10^{-2}
1.55×10^{-3}	square millimeter, mm ² (10 ⁻³ m) ²	square inch, in ²	645
Volume			
9.73×10^{-3}	cubic meter, m ³	acre-inch	102.8
35.3	cubic meter, m ³	cubic foot, ft ³	2.83×10^{-2}
6.10×10^4	cubic meter, m ³	cubic inch, in ³	1.64×10^{-5}
2.84×10^{-2}	liter, L (10 ⁻³ m ³)	bushel, bu	35.24
1.057	liter, L (10 ⁻³ m ³)	quart (liquid), qt	0.946
3.53×10^{-2}	liter, L (10 ⁻³ m ³)	cubic foot, ft ³	28.3
0.265	liter, L (10 ⁻³ m ³)	gallon	3.78
33.78	liter, L (10 ⁻³ m ³)	ounce (fluid), oz	2.96×10^{-2}
2.11	liter, L (10 ⁻³ m ³)	pint (fluid), pt	0.473
Mass			
2.20×10^{-3}	gram, g (10 ⁻³ kg)	pound, lb	454
3.52×10^{-2}	gram, g (10 ⁻³ kg)	ounce (avdp), oz	28.4
2.205	kilogram, kg	pound, lb	0.454
0.01	kilogram, kg	quintal (metric), q	100
1.10×10^{-3}	kilogram, kg	ton (2000 lb), ton	907
1.102	megagram, Mg (tonne)	ton (U.S.), ton	0.907
1.102	tonne, t	ton (U.S.), ton	0.907
Yield and Rate			
0.893	kilogram per hectare, kg ha ⁻¹	pound per acre, lb acre ⁻¹	1.12
7.77×10^{-2}	kilogram per cubic meter, kg m ⁻³	pound per bushel, lb bu ⁻¹	12.87
1.49×10^{-2}	kilogram per hectare, kg ha ⁻¹	bushel per acre, 60 lb	67.19
1.59×10^{-2}	kilogram per hectare, kg ha ⁻¹	bushel per acre, 56 lb	62.71
1.86×10^{-2}	kilogram per hectare, kg ha ⁻¹	bushel per acre, 48 lb	53.75
0.107	liter per hectare, L ha ⁻¹	gallon per acre	9.35
893	tonnes per hectare, t ha ⁻¹	pound per acre, lb acre ⁻¹	1.12×10^{-3}
893	megagram per hectare, Mg ha ⁻¹	pound per acre, lb acre ⁻¹	1.12×10^{-3}
0.446	megagram per hectare, Mg ha ⁻¹	ton (2000 lb) per acre, ton acre ⁻¹	2.24
2.24	meter per second, m s ⁻¹	mile per hour	0.447
Specific Surface			
10	square meter per kilogram, m ² kg ⁻¹	square centimeter per gram, cm ² g ⁻¹	0.1
1 000	square meter per kilogram, m ² kg ⁻¹	square millimeter per gram, mm ² g ⁻¹	0.001
Pressure			
9.90	megapascal, MPa (10 ⁶ Pa)	atmosphere	0.101
10	megapascal, MPa (10 ⁶ Pa)	bar	0.1
1.00	megagram per cubic meter, Mg m ⁻³	gram per cubic centimeter, g cm ⁻³	1.00
2.09×10^{-2}	pascal, Pa	pound per square foot, lb ft ⁻²	47.9
1.45×10^{-4}	pascal, Pa	pound per square inch, lb in ⁻²	6.90×10^3

continued on next page

Conversion Factors for SI and non-SI Units

To convert Column 1 into Column 2, multiply by	Column 1 SI Unit	Column 2 non-SI Unit	To convert Column 2 into Column 1 multiply by
Temperature			
1.00 (K - 273) (9/5 °C) + 32	Kelvin, K Celsius, °C	Celsius, °C Fahrenheit, °F	1.00 (°C + 273) 5/9 (°F - 32)
Energy, Work, Quantity of Heat			
9.52 × 10 ⁻⁴ 0.239 10 ⁷ 0.735 2.387 × 10 ⁻⁵	joule, J joule, J joule, J joule, J joule per square meter, J m ⁻²	British thermal unit, Btu calorie, cal erg foot-pound calorie per square centimeter (langley) dyne calorie per square centimeter minute (irradiance), cal cm ⁻² min ⁻¹	1.05 × 10 ³ 4.19 10 ⁻⁷ 1.36 4.19 × 10 ⁴
10 ⁵ 1.43 × 10 ⁻³	newton, N watt per square meter, W m ⁻²	dyne calorie per square centimeter minute (irradiance), cal cm ⁻² min ⁻¹	10 ⁻⁵ 698
Transpiration and Photosynthesis			
3.60 × 10 ⁻² 5.56 × 10 ⁻³ 10 ⁻⁴ 35.97	milligram per square meter second, mg m ⁻² s ⁻¹ milligram (H ₂ O) per square meter second, mg m ⁻² s ⁻¹ milligram per square meter second, mg m ⁻² s ⁻¹ milligram per square meter second, mg m ⁻² s ⁻¹	gram per square decimeter hour, g dm ⁻² h ⁻¹ micromole (H ₂ O) per square centimeter second, μmol cm ⁻² s ⁻¹ milligram per square centimeter second, mg cm ⁻² s ⁻¹ milligram per square decimeter hour, mg dm ⁻² h ⁻¹	27.8 180 10 ⁴ 2.78 × 10 ⁻²
Plane Angle			
57.3	radian, rad	degrees (angle), °	1.75 × 10 ⁻²
Electrical Conductivity, Electricity, and Magnetism			
10 10 ⁴	siemen per meter, S m ⁻¹ tesla, T	millimho per centimeter, mmho cm ⁻¹ gauss, G	0.1 10 ⁻⁴
Water Measurement			
9.73 × 10 ⁻³ 9.81 × 10 ⁻³ 4.40 8.11 97.28 8.1 × 10 ⁻²	cubic meter, m ³ cubic meter per hour, m ³ h ⁻¹ cubic meter per hour, m ³ h ⁻¹ hectare-meters, ha-m hectare-meters, ha-m hectare-centimeters, ha-cm	acre-inches, acre-in cubic feet per second, ft ³ s ⁻¹ U.S. gallons per minute, gal min ⁻¹ acre-feet, acre-ft acre-inches, acre-in acre-feet, acre-ft	102.8 101.9 0.227 0.123 1.03 × 10 ⁻² 12.33
Concentrations			
1 0.1 1	centimole per kilogram, cmol kg ⁻¹ (ion exchange capacity) gram per kilogram, g kg ⁻¹ milligram per kilogram, mg kg ⁻¹	milliequivalents per 100 grams, meq 100 g ⁻¹ percent, % parts per million, ppm	1 10 1
Radioactivity			
2.7 × 10 ⁻¹¹ 2.7 × 10 ⁻² 100 100	becquerel, Bq becquerel per kilogram, Bq kg ⁻¹ gray, Gy (absorbed dose) sievert, Sv (equivalent dose)	curie, Ci picocurie per gram, pCi g ⁻¹ rad, rd rem (roentgen equivalent man)	3.7 × 10 ¹⁰ 37 0.01 0.01
Plant Nutrient Conversion			
	<i>Elemental</i>	<i>Oxide</i>	
2.29 1.20 1.39 1.66	P K Ca Mg	P ₂ O ₅ K ₂ O CaO MgO	0.437 0.830 0.715 0.602