

## **Pure and Applied Undergraduate Texts Editorial Committee**

### **General Description**

- Committee is standing
- Number of members is four
- Term is four years

### **Principal Activities**

This Editorial Committee is charged with selecting projects for publication that would be appropriate as upper level (post-calculus) undergraduate level textbooks in pure and applied mathematics. The Committee is encouraged to look favorably on recommendations from other editorial committees of the Society, but is ultimately responsible for the actual selection of books in the series.

The principal function of a book editorial committee is to decide the appropriateness of proposed book projects for publication. Because the AMS is aggressively competing with other mathematics publishers, it is extremely important that the committee makes decisions in a timely manner, usually within several weeks and always within 3 months' time.

The Committee may often seek the advice of one or more outside experts in order to facilitate its decision process, but this is not always necessary. The AMS Acquisitions Staff is charged to assist and support the Committee in any way possible, including preparation and distribution of necessary materials and communication with outside experts suggested by the Committee.

### **Other Activities**

### **Miscellaneous Information**

The business expenses of this committee, such as postage and telephone charges, may be reimbursed by the Society. An explanation of travel expense reimbursement of volunteers for this committee is attached. This committee has been designated at **LEVEL E**.

### ***Note to the Chair***

Committee chairs should be informed, at the beginning of each fiscal period, the budget of their committees and cautioned to remain within the budget. Such items as travel reimbursement to, accommodations for, and meals for guests of any kind fall within these budgets.

Work done by committees on recurring problems may have value as precedent or work done may have historical interest. Because of this, the Council has requested that a central file system be maintained for the Society by the Secretary. Committees are reminded that a copy of every sheet of paper should be deposited (say once a year) in this central file. Confidential material should be noted, so that it can be handled in a confidential manner.

### **Authorization**

*Created 04 January 2009 Council Minutes, Item 4.8.1; updated 8/09; 8/11*

## **Past Members**

Year   Members

2009   Paul Sally, Joseph Silverman, Francis Edward Su, Susan Tolman

2010   Paul Sally, Joseph Silverman, Francis Edward Su, Susan Tolman

2011   Paul Sally, Joseph Silverman, Francis Edward Su, Susan Tolman