

PROPOSALS FOR CONTEMPORARY MATHEMATICS

Publication of Conference Proceedings

GENERAL

This series of high-quality, refereed proceedings written by recognized experts in their fields maintains high scientific standards. Volumes draw from worldwide conferences and symposia sponsored by the American Mathematical Society and other organizations.

PROPOSALS

Proposals for the publication of conference proceedings are reviewed by the *Contemporary Mathematics* (CONM) Editorial Committee. The Managing Editor of CONM requests conference organizers to submit as much information as possible about the conference, including:

- ❖ title of conference;
- ❖ list of speakers and titles of talks including a list of who has agreed to submit a manuscript;
- ❖ abstracts (if available);
- ❖ who will serve as editor(s);
- ❖ a discussion of the focus and direction of the volume;
- ❖ a statement regarding the value of publication.

Organizers/editors are encouraged to include some expository articles that give an overview of and new developments in the particular field of focus.

Proposals should be directed to Christine Thivierge, Associate Editor for Proceedings, via email to cxt@ams.org or at the above address. Questions regarding the status of projects under consideration should also be directed to her.

Initial approval, in most cases, is considered to be provisional; final approval is granted after receipt and review (by the CONM Editorial Committee) of referee reports for all papers.

RESTRICTIONS

The minimum number of pages for a volume is 150 and, generally, the Society limits proceedings volumes to 350 pages. Organizers/volume editors who feel it is essential to go over the page limit should send a written explanation with their proposal.

Preliminary papers (to be published elsewhere in final form) or summaries of results previously published or soon to appear are not acceptable for inclusion in a proceedings volume unless specific approval from the AMS has been sought and obtained. This was approved by the Society's Executive Committee and Board of Trustees (ECBT) in May 1993.

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The AMS will write to contributors on behalf of the volume editor(s) giving submission deadlines, information on which editor(s) to submit their manuscripts, and instructions on the preparation of manuscripts.

When the refereeing process is complete, the referee reports should be sent to Christine Thivierge and she will forward them to the Chairman of the *CONM* Editorial Committee for final review and approval of the volume. Production can not begin until the volume has received final approval.

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- ◆ Setting deadlines for manuscript submission (usually 3 but no more than 5 months after the conference);
- ◆ Refereeing papers; editors can designate a referee(s) or do it themselves. Copies of all reports are required for approval;
- ◆ Notifying authors of acceptance or rejection of a paper;
- ◆ Providing assistance to authors who have trouble with the preparation of their camera-ready papers;
- ◆ Providing author-prepared copy of the preface/introduction and table of contents using a special tex package (AMS will strip in page numbers);
- ◆ Providing both primary and secondary 2000 Mathematics Subject Classifications that apply to the entire volume (no more than 10);
- ◆ Providing final volume title and a short title for use on the spine of the cover, if necessary.
- ◆ Informing the AMS of any travel schedule prior to and during production of the volume; we may require your assistance.

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