

## Abstracts Editorial Committee

### General Description

- Committee is standing
- Number of members is five, all serving *ex officio*
- Term is two years

The members of this committee consist of the Secretary (serving as chair) and the four Associate Secretaries.

### Principal Activities

The Associate Secretaries accept abstracts (on a rotating basis for abstracts by title) for publication in the Abstracts of the American Mathematical Society.

### Other Activities

In the case of a questionable abstract, the chair polls the members of the committee to determine whether an abstract is acceptable.

### Miscellaneous Information

The business of this committee can be done by mail, electronic mail, or telephone, expenses which may be reimbursed by the Society.

### 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

Committee was established in May 1979. See ECBT Minutes, item 6.19.

updated 10/90; 5/95; 8/09

### Past Members

A list of current and past members is available here:

<http://www.ams.org/about-us/governance/committees/abstracts-past.html>