



Editor, *Chemical Engineering Education*

Chemical Engineering Education (CEE), the premier journal for educational scholarship in chemical engineering and related fields, is seeking nominations and applications for the position of Editor. CEE is published by the Chemical Engineering Division of the American Society for Engineering Education (ASEE). The Editor position is an unpaid position in a volunteer organization and requires a time commitment that averages around one day per week.

The Editor works closely with the Managing Editor, Editorial Team and the Publications Board to establish and execute processes to produce a high-quality journal in a sustainable manner and to oversee continuous improvement. Applicants must have demonstrated active leadership in chemical engineering education through the ASEE Chemical Engineering Division, the AIChE Education Division, or another equivalent organization.

Applicants for the position should send (a) a cover letter including a summary of relevant experience, (b) a vision statement for the future of CEE and a statement of their editorial philosophy, (c) a full CV, and (d) a list of three references to Prof Milo Koretsky, Chair, CEE Search Committee (milo.koretsky@oregonstate.edu). All materials should be sent as email attachments. For first consideration, applications are due November 15, 2018. The incoming Editor will spend 2019 in training with the current Editor with a target of starting early in 2019.

Qualifications:

- Significant experience teaching chemical engineering students at the post-secondary level at a U. S. educational institution; experience as a reviewer and as an author of engineering education papers. Active and engaged member of ASEE ChE Division, AIChE Education Division, or equivalent.

Responsibilities:

- Editing Papers: Edit submissions in areas of expertise. Proactively solicit new papers.
- Editorial Processes: Coordinate review of manuscripts and contributions to special sections (Lifelong Learning, Class and Homework Problem, guest editorials, Teaching Tips, and Book Reviews); determine candidates for Departmental and Educator Profiles and coordinate subsequent submissions; solicit and coordinate Special Issues; update publication processes and reviewer guidelines; maintain editorial processes for quality control.
- Business Processes: Work with Managing Editor to solicit and maintain subscriptions, ads, and pursue additional revenue sources; balance the budget; produce the annual report.
- Technology: Work with Managing Editor on maintenance and growth of the CEE online presence and submission processes, updating to remain abreast of the digital currency of chemical engineering scholarship.
- Personnel: Train new Assistant and Associate Editors.
- Awards: Appoint CEE representatives for Corcoran (best CEE paper) and Fahien (outstanding young educator) award committees.
- Other duties as necessary to maintain the fiscal health and editorial excellence of CEE.