



# International Committee on Systematics of Prokaryotes

## Minutes of the ICSP Publications Committee meeting

**24 January 2023, 09.00-10.20 UK time**

Participants: E.R.B. Moore (chair), D.R. Arahal, M. Göker, A. Oren, R. Rossello-Mora, I.C. Sutcliffe, M.E. Trujillo.

Apologies were received from S.L.W. On and A. Monica (Head of Scientific Programmes, the Microbiology Society).

Guests: H. Cook, J. Kelly, D. Nikadon (the Microbiology Society)

The Continuing problems of IJSEM publishing seem to be of two types:

- 1) The time from submission to online publication;
- 2) Issues of the type-setting process.

Several aspects were discussed to follow-up the discussions of the Publications Committee on 18 October 2022:

- The turn-over of editing personnel and the learning curve of new staff. J. Kelly confirmed that recruiting of personnel is ongoing.

- Typesetting problems were encountered also in other Microbiology Society journals, and are not found only for IJSEM manuscripts.

- The type-setting process remains problematic. Formatting errors keep being introduced by the typesetters, especially in References sections, but also in tables, figures and text sections. The typesetters are responsible for many changes that were not approved by the authors. The MS and IJSEM staff could not explain these unauthorized changes.

- The interface of the page proofs correction site, owned by Exeter Premedia Services P.V.T., remains highly user-unfriendly. Personnel responsible for the type-setting are not responsive to e-mail queries or requests for help.

M. Göker compiled the following list of requests to the typesetters:

- Take effective measures against accidental deletion or modification of content, including Tables and Figures.

- Make all deliberate modifications of content, including Tables and Figures, apparent to the authors by adding a corresponding author query.

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Northumbria University  
U.K.

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Leibniz Institute DSMZ  
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- Take effective measures against incorrect assignment of references to citations.
- Ensure that the numbering of references reflects their order of occurrence within the manuscript text.
- Ensure that references, as spelled and formatted by the authors, are not overwritten by the type-setters or formatted versions from databases.
- Ensure that corrections of the references in the Kriya editing tool do not destroy the formatting (italics).

There was also a request for the staff members who place the manuscripts online (in addition to the issue with the time from submission to online publication):

- Address problems with incorrect citations of some DOI numbers.

In response to the issues discussed in the meeting, the following steps have been agreed. J. Kelly and the other staff members of the Microbiology Society look to resolve the following issues moving forward:

- Raise ICSP's complaints with Exeter (typesetters/copyeditors) at both monthly and quarterly meetings, identifying the range of issues that have occurred and escalating to senior Exeter staff. ICSP's will be informed of Exeter's response and any agreed action points.
- Discuss copyediting and typesetting workflow with Exeter to identify interventions that can be made to prevent accidental deletion or modification of content using M. Göker's suggestions as a guideline, including a focus on quality checking the formatting of automated reference lists.
- Use two currently delayed papers as test cases for correcting copyediting and typesetting (A, Oren to provide manuscript IDs): Proposal to include the categories kingdom and domain in the International Code of Nomenclature of Prokaryotes (DOI 10.1099/ijsem.0.005650) and the 2022 Revision of the ICNP (DOI 10.1099/ijsem.0.005585).
- Discuss typesetting/copyediting services with EICs and Publishing Panel as a means of assessing relationship with Exeter.
- Circulate the Society's current guidelines with regards to IJSEM articles to see if there's anything that is incorrect or further information that could be added.
- Correct non-functioning DOI numbers of IJSEM papers from the list supplied by M. Göker

Summary prepared by Aharon Oren  
25 January 2023