

*Journal of Agricultural Education*  
Editing Managing Board Meeting Minutes  
Tuesday, May 24, 2011  
4:00-6:00 p.m.  
Coeur d'Alene, Idaho

**Voting Members Present:** Brian Warnick (Chair), Lori Moore, Matt Raven, Jim Flowers

**Voting Members Absent:** Anna Ball, Jason Peake

**Team Members Present:** Grady Roberts (Editor), Rama Radhakrishna (Past Editor)

Meeting called to order at 4:01 p.m. by Brian Warnick, Chair

Introductions:

- Board members and team members present
- Additional guests Brian Parr, Becky Lawver, Christopher Stripling, Mike Retalick, Daniel Foster

Old Business:

- Approval of Minutes from April 29th Conference Call
  - Moved by Jim Flowers, seconded by Matt Raven to approve minutes with one correction (Gray to Grady).
  - **Motion Passed.**
- JAE Budget
  - The journal is paid for by library subscriptions; no member dues now come to JAE
  - Draft budgets passed out for discussion
    - Fast Track and CyberPress are standard rates
    - DOI Article Fees - \$75.00 should be plenty to cover charges
    - JAE keyword project – one time expense of \$1000
    - Need to add travel for editor elect to meet with current editor (recurring fee every three years)
    - Need to add \$150 for archival binding of one copy of the four issues per volume (annual fee)
    - Library Subscription – currently \$7800; subscriptions forms and money go to Tracy Kitchel based on the database provided by the editor
    - With changes \$7000 expense, \$8050 income
  - For information only: Tracy Kitchel has no record of being billed for or paying Fast Track or CyberPress in last 18 months
  - Change to the order of the agenda: Prior to moving approval of the budget recommendation:
    - Discussion of New Item of Business – combination of Business Manager Honorarium and Editor Honorarium

- Discussion of JAE Key Word Proposals
  - Jim Flowers moved approval of budget as revised; Matt Raven seconded.
  - **Motion Passed.**
    - Grady will discuss with Tracy to present to the general membership during the business meeting
- Call for Proposals for JAE key words
  - The proposal was approved on the April Conference Call with addition of last sentence “The Editing Managing Board will determine who is awarded this project and notifications will be made by July 1, 2011.”
  - Discussion: Is \$1000 enough? Is there enough time allowed? What will we do if no proposals are received?
    - If money seems to low or timeline too short, the general membership can make adjustments when the budget is presented
  - Grady will provide a Excel database of all of the articles from Volume 1, Issue 1 currently used for DOI
- JAE Copyright Policy
  - Susie will give Grady a few minutes at the opening session to present the two options to the membership. The membership can then discuss the 2 options at the business meeting.
    - This board recognized there needed to be a policy regarding copyright. The board would like discussion and input from the general membership prior to making a decision and implementing the policy.
  - Discussion of the two options as currently written.
    - Grady’s vision would be that whichever of these two options is adopted, the entire statement will appear on the website while abbreviated statement printed on each article.
  - Questions to consider with respect to option 2:
    - With retirements, change of career, etc. some of the authors are easy to find, but others are not. Fifteen years down the road it could be even more difficult.
    - What impact would author(s) holding copyright have on the Journal of Agricultural Education receiving database royalties?
    - Issues related to unintentional plagiarism
    - Discussion of both options related to maintenance of copyright requests records.
  - Should the board clearly recommend Option 1 based upon the concerns regarding Option 2?
    - If you present it as an item of business at the business meeting, you take away the ability of the Editing Managing Board to make the decision.
  - Moved by Lori Moore and seconded by Jim Flowers that during the Opening Session Grady will present the idea that the Editing Managing Board will be implementing a copyright policy. He will share a draft version of the language (Option 1) that the membership could discuss during the Editing Managing Board’s report during the Business Meeting.

- **Motion Passed.**

New Business:

- Items of Business from the Editor – Grady
  - Volume 52, Issue 2 (15 articles) has been prepared. Final pdfs will be out next week so that it can be posted the following week
  - Grady hopes that with pure online format there will be a 5-6 month period from acceptance to publication
  - John Hillison has prepared a short history of the Journal of Agricultural Education that is posted on the website
  - Still a couple of issues and articles that are missing – Grady will compile a list so that members who might have access to them can help supply the missing articles
  - As a part of the professional development options available at the AAAE meeting, Grady is coordinating a session for reviewing and publishing in JAE
  - Grady also added language to the submission guidelines requiring authors to include a statement related to funding sources if applicable.
- Proposed increase to Editor Honorarium
  - Combining the Business Manager Honorarium and the Editor Honorarium
    - Moved by Matt Raven that we recommend the honorarium of the Journal Editor be increased from \$1500 to \$2000; seconded by Jim Flowers
    - Jim Flowers asked if every member need to vote on this or does this just become a part of the budget recommended by this board. Friendly amendment to approve that accepted.
    - **Motion passed.**
- Other
  - Moved by Jim Flowers and seconded by Matt Raven to commend Grady Roberts and Christopher Stripling for all of the work they have done getting all of the articles into the website with DOIs

Future Items of business

- The call for editor-elect needs to go out in October 2011, with the editor-elect serving alongside the Grady throughout 2012.

Motion to adjourn by Jim Flowers. Seconded by Matt Raven. **Meeting adjourned at 4:58 p.m.**