

Journal of Agricultural Education

Editing Managing Board Meeting Minutes

May 24, 2010, 4:30 p.m., Omaha, Nebraska

Voting Members Present: Anna Ball (Chair), Tracy Kitchel, Matt Raven, Brian Warnick

Voting Members Absent: Matt Baker, Kim Dooley

Team Members Present: Grady Roberts (Editor), Barry Croom (Business Manager), Christopher Stripling (Associate Editor)

Team Members Absent: Rama Radhakrishna (Past Editor)

Others Present: Jim Flowers (begins term on JAE EM board representing Southern Region in 2011);

1. Minutes of the April 30, 2010 Meeting – Tracy Kitchel moved and Matt Raven seconded the motion to accept the minutes.
2. Editor's Report – Grady Roberts
 - a. Grady reported the 2009 Journal including a 36.1% acceptance rate and a mean review time of 24 days. The full report of the 2009 statistics can be found at <http://jae.fp.expressacademic.org/spaw2/uploads/files/2009%20JAE%20Statistics.pdf>
 - b. Volume 51, number 2 was posted on FastPress last week and is at Instructional Materials Service (IMS) at Texas A&M being published in hard copy
 - c. A new set of publication submission guidelines have been posted on the FastPress site and linked to the FastTrack site. It has also been posted on the AAAE website and was sent through the AAAE listserv. These guidelines can be found at <http://jae.fp.expressacademic.org/inside.php?x=83>
3. Business Manager Report – Barry Croom
 - a. Barry reported that IMS is still printing the journal for library and international subscriptions. The cost of printing and mailing journals is currently \$17.46 per issue and the back issue price being charged is \$10. Matt Raven moved and Tracy Kitchel seconded that the cost of back issues of the journal be raised to \$20 to cover the cost of the printing and mailing effective Volume 51, Issue 3. Motion passed.
 - b. The question was raised regarding providing online access to libraries and international subscribers. Grady reported that the possibility exists currently within FastPress to provide access via IP address. Tracy Kitchel and Brian Warnick seconded that Grady double-check the feasibility of the FastPress system

providing online access to libraries and international subscribers and that Barry query the libraries regarding their willingness to move to an electronic format over the hard copy with Barry and Grady reporting at the next meeting (August conference call) where a decision will be made. Motion passed.

4. Review Form Updates – Grady Roberts
 - a. Grady presented a new set of review criteria that are more general and will allow for review of manuscripts via FastTrack for all types of submissions. Tracy Kitchel moved and Matt Raven seconded that the new review form effective June 1, 2010. Motion passed.
5. Page Limits – Grady Roberts
 - a. Grady suggested that the page limits on the Journal be raised to a 25-page limit. The number of manuscripts being submitted at or over the limit has increased recently. With online publishing the page limits are less critical. Tracy Kitchel moved and Matt Raven seconded an increase to a 25-page limit effective with manuscripts submitted after June 1, 2010. Motion passed
6. Replacing Tracy Kitchel – Tracy will become a member of the North Central region effective July 1, 2010 and will need to be replaced in the Southern Region for both Editing Managing Board and the Editorial Review Board. Tim Murphy, Southern Region Vice-president needs to appoint a replacement for Editing Managing board, and Kim Dooley and the new appointee to the editing managing board will recommend a replacement for Tracy of the editorial review board which will then be ratified by the entire editing managing board.
7. Presenting Awards and Reports at National meeting
 - a. Matt Baker will present the Journal article of the year award at Thursday evening's award banquet
 - b. Anna Ball will present a recognition plaque to Rama Radhakrishna for his service as editor. He is not in attendance so someone from Penn State will be contacted to receive the recognition and deliver it to Rama.
 - c. Grady Roberts will provide the Journal of Agricultural Education report at Thursday's afternoon's business session.
8. Summer Conference call – The next meeting of the JAE editing managing board was set for Friday, August 20, 2010 at 9 a.m. CDT via Skype
9. Additional Agenda Items
 - a. Member Authors – Discussion was held regarding manuscripts being submitted to the Journal without at least one author being a member of AAAE. A process was discussed for communication between the AAAE treasurer and the Editor to verify membership. Tracy Kitchel moved and Brian Warnick seconded that at least one author must be a member of AAAE prior to an article being reviewed.
 - b. Election of Chair – election of Chair and Secretary was postponed until

- c. University of Florida has provided a graduate assistant to work this summer to move the articles on the Texas A&M site to FastPress and assign DOI numbers then scan in articles from the previous editions that are not on the A&M site post them to the FastPress site and assign them a DOI.
10. Brian Warnick moved and Tracy Kitchel seconded the motion to adjourn. Motion discussed and passed.

