

Journal of Agricultural Education
Editing Managing Board Meeting Minutes
July 24, 2009

Voting Members Present: Matt Baker (Chair), David Lawver, and Greg Miller (Past Editor)

Voting Members Absent: Levon Esters, Kim Dooley, Anna Ball, and Brian Warnick.

Team Members Present: Greg Thompson (Regional Editor), Grady Roberts (Editor Elect), Rama Radhakrishna (Editor)

Team Members Absent: James Dyer (Chair, Outstanding Article Selection Committee) and Barry Croom (Business Manager Elect)

1. Grady described his proposal to identify the Regional Editors (Southern Region – Carrie Stephens, University of Tennessee, North Central Region – Travis Park, Cornell University, and Western Region – Scott Burris, Texas Tech University) and their anticipated duties and responsibilities (Attachment A) as an information item. The JAE EM Board encouraged him to proceed.
2. Grady lead a discussion on the use of software to detect plagiarism and whether or not the editor should use the software as a ‘pre-screening’ tool upon initial manuscript submission. It was recommended that the following language be used added to the submission guidelines: “It is the responsibility of every author to uphold the highest levels of academic integrity of scholarly publication. Consequently, the editor strongly encourages each author to utilize plagiarism detection software prior to submitting a manuscript prior to submission for review.”
3. Rama reported that Volume 50, Number 3 is complete and will contain 10 articles. He indicated that it should go ‘on-line’ within three weeks.
4. Rama indicated that issues associated with paid AAAE members who have not received their Journal have been resolved.
5. Rama indicated that Volume 50, Number 4 is almost complete and that Grady will assume responsibility for Volume 51, Number 1.
6. Grady is scheduled to visit Rama next week to discuss the specifics of the editorial transition process.
7. Rama expressed a concern with Review Board Members who are not returning reviews in a timely fashion.
8. The conference call was adjourned with the next conference calls scheduled on October 30 and December 4.

Attachment A

Journal of Agricultural Education
Responsibilities for Regional Editors
Proposed by T. Grady Roberts, Editor Elect

From the “Philosophy Underlying and Policies Governing the Publications of The Journal Agricultural Education” retrieved from: http://aaaeonline.org/files/Philosophy_jae1_march09.pdf

The following items pertain to regional editors:

1. The editor shall appoint three regional editors to serve during his/her term who shall represent each of the three regions of the AAAE.
2. The regional editors shall assist the editor in carrying out his/her duties in any manner mutually agreed upon by the individuals concerned.
3. The tenure of the editor and the regional editors shall be limited to three years.

For my term as editor, I plan to select an emerging scholar from each AAAE region to serve as a regional editor. The duties of each regional editor will be as follows:

- a. Serve as an ambassador for the journal at regional conferences.
- b. Attend all journal editing managing board meetings (face-to-face and conference calls)
- c. Assist the editor with quality control of the journal by proofreading final versions of manuscripts in the process of assembling each edition of the journal.
- d. If needed, coordinate an independent review of articles in which the editor is author or co-author.
- e. If needed, serve as editor of special or theme editions of the journal.
- f. Assist the editor with the identification and selection of invited articles for the journal.