

Journal of Agricultural Education

Editing Managing Board Meeting Minutes

April 30, 2010 at 10 a.m. Eastern via Skype

Voting Members Present: Anna Ball (Chair), Matt Baker, Brian Warnick

Voting Members Absent: Matt Raven, Kim Dooley, Tracy Kitchell

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

Team Members Absent: Barry Croom (Business Manager)

1. Minutes of the March 26, 2010 Meeting – Matt Baker moved and Rama Radhakrishna seconded the motion to accept the minutes.
2. Editor's Report – Grady Roberts
 - a. Grady provided an update on the *Journal of Agricultural Education* (JAE) review process. After discussions with FastTrack, the possibility of having different forms for reviewing different types of manuscripts using online system will not be available for some time without purchasing an additional subscription for each type of manuscript. Therefore, Grady developed a draft review form for FastTrack that would be general enough to include all set of review forms. The forms have been sent to the review board members and to past editors to obtain their feedback. Concern was expressed regarding the methodology section being too generic. Rama provided some suggestions for more specific questions that would include the different types of manuscripts. The need for the section on contribution was also discussed. Grady will provide an updated review form via email based on the discussion of the board prior for final approval at the next editing managing board meeting in Omaha.
3. Replacing Editing Managing Board and Editorial Review Board members
 - a. Editorial Review Board Members – Clarification was provided regarding the selection of Editorial Review Board Members and whether or not it was appropriate for regions to nominate review board members at their regional meetings. It was determined that regions could recommend review board members to their Editing Managing Board representatives who would then nominate them for approval by the entire board. Terms begin January 1 of each year. The Policies Governing the Publication of the Journal states:
 1. There will be 18 members of the editorial board
 2. Six members will come from each AAAE region.

3. Members will be nominated by the regional representative of the Journal Editing-Managing Board.
 4. Members will be approved by a majority vote of the entire Editing-Managing Board.
 5. Each member will serve a three-year term.
 6. The member terms will be staggered initially by randomization of one, two, and three year terms of membership among the regional members.
 7. No member will serve more than one full term. Members may not serve consecutive terms.
- b. Editing Managing Board Members – Clarification was provided regarding the selection of EM Board members. Terms begin on January 1. The Policies Governing the Publication of the Journal states: “The Editing-Managing Board shall consist of two members from each of the three regions of the AAAE and the past editor of the Journal. Regional board members will be elected at regional business meetings and serve staggered three-year terms.”
 - c. Replacement for Editing Managing Board Members who have left the region they represent or are otherwise unable to serve on the board - It was suggested that the Regional Vice president be consulted to nominate a replacement.
4. Suggested agenda items for the meeting in Omaha at the AAAE meeting
 - a. Election of chair and secretary
 1. “The seven member board will elect a chair and secretary at the annual meeting. Officers will serve a one-year term.” (JAE Policies)
 - b. Approval of the updated review form for FastTrack
 - c. Discussion regarding the manuscript length
 - d. Issues of reviewer quality/consistency
 5. Matt Baker moved and Brian Warnick seconded the motion to adjourn. Motion discussed and passed.