

Journal of Agricultural Education

Editing Managing Board Meeting Minutes

March 26, 2010 at 10AM Eastern via Skype

DRAFT

Voting Members Present: Anna Ball (Chair), Kim Dooley, Tracy Kitchel, Brian Warnick

Voting Members Absent: Matt Raven, Matt Baker

Team Members Present: Grady Roberts (Editor), Rama Radhakrishna (Past Editor), Barry Croom (Business Manager)

1. Minutes of the February 5, 2010 Meeting – Kim Dooley moved and Rama Radhakrishna seconded the motion to accept the minutes with the correction of adding Rama Radhakrishna (Past Editor) as present at the meeting. Motion discussed and passed.
2. Editor's Report – Grady Roberts
 - a. Grady reported on the progress of migrating past editions of the Journal onto the FastPress site. So far all of volumes 49 and 50 as well as the issue 1 of volume 51 are available. Volume 48 will be posted as soon as possible, providing all volumes and issues from volume 36 forward available either through FastPress or the Texas A&M site. Barry is sending paper copies of volumes 1-35 to Grady and this summer the older versions will be scanned and posted.
 - b. A meeting was held with George from FastTrack to exploring the ability of using different review forms for different types of manuscripts. It appears that it will be some time before this option will be available. However, Grady suggested that the system could be modified so that only questions that pertain to all manuscripts would appear in the system, and a form that is specific to the type of manuscript being reviewed could be downloaded by reviewers, completed, and then uploaded into the system. This could become a normal part of the review process. Discussion was held regarding willingness of reviewers to use a separate form and upload it, the need for a mixed methodologies review form, and other formats used with other journals in reviewing manuscripts.
 1. Tracy Kitchell moved and Kim Dooley seconded the motion that Grady be given the consent to explore different forms that could be used to review different types of manuscripts to be presented at our next conference call prior to presenting it to the AAAE membership in Omaha at the May meeting.
 - c. Grady reported that the organization of Volume 51, number 2 is underway and is expected to be published in June.

3. Business Manager Update (Barry Croom)
 - a. Barry provided a spreadsheet of the current library subscriptions to the journal. Approximately 65 libraries are currently subscribed; however, subscription numbers have been changing monthly. Barry reported on some difficulties regarding foreign subscriptions and having to send out multiple copies.
 - b. A discussion was held regarding the online subscriptions. It appears that the online access for members is working with very few problems reported. The problems that have been reported have been easily addressed.
 - c. Barry discussed phasing out the JAE business manager position. One issue is housing the collection of past copies of the journal. It was suggested that the AAAE archives be used to house the collection.
 - d. Barry discussed and recommended online access for libraries. Price for printing has gone up as the numbers being printed have gone down. Kim Dooley recommended that the issue be provided for discussion in May for the AAAE membership as a whole.
4. Additional Items
 - a. Barry reported that he is printing labels for the mailed copies of the journal rather than sending the information to Tom Dobbins. This expedites the process of getting the journal delivered to subscribers of the print version.
 - b. Grady is working with Tom Dobbins and Barry Croom in registering the journal with the digital object identifier (DOI) system.
 - c. A possible conflict with the May 24th meeting of the AAAE Executive Board and the JAE Editing managing board was discussed and addressed. The Editing managing board will meet from 5–6:30 p.m. rather than at 4 p.m.
5. Tracy Kitchel moved and Kim Dooley seconded the motion to adjourn. Motion discussed and passed.