

**MINUTES - 1998 JOURNAL OF AGRICULTURAL EDUCATION EDITING-MANAGING
BOARD ANNUAL MEETING**

December 9, 1998, Sheraton Hotel, New Orleans, LA

1. Meeting called to order at 7:04 p.m. Chair Martin clarified that voting members included Raven, Camp, Seevers, Martin, and Cano.
2. Introductions were conducted and attendance sheet was passed. In attendance were Robert Martin, Joe Kotrlik, Susan Camp, Matt Raven, Jamie Cano, Tim Murphy, Susie Whittington, Michael Newman, Matt Baker, Billye Foster, James Connor, Carol Conroy, James Bartlett and Gary Wingenbach.
3. Agenda was approved with an addition to old business of the report of the Electronic Editor Selection Committee.
4. Raven moved approval of minutes of previous meeting. Camp seconded, no discussion, motion passed by voice vote.
5. Report from the Editor. Joe Kotrlik summarized his annual report by giving highlights of activities from the previous year. A complete report is on file. Kotrlik introduced James Bartlett, graduate student assisting with the Journal. Thirty-three manuscripts were published in 1998. This is the same as the previous year. Kotrlik discussed major points. Indicated that submissions are up and raised the issue about adding length to the manuscripts in an attempt to increase quality to the manuscripts. Ensuring discussion centered around acceptance rate and quality and the correlation between the two.

Another issue discussed was the quality of manuscript reviews. Some reviewers were too easy. Kotrlik proposed modifications to the Manuscript Review Forms with an emphasis on the Theoretical Framework. Two proposed changes for the quantitative form and four proposed changes for the qualitative form were presented.

6. Electronic Editing Coordinator Report. Tim Murphy gave the report on electronic conversion of the *Journal*. Two volumes have been converted. Discussion on the amount of time spent converting files to PDF files. Michael Newman volunteered Mississippi State to digitize the volumes from when Cano was Editor. Murphy has originals of all volumes for anyone else that wants to help digitize past volumes (1 through 33).
7. Neither Joe Muller nor Joe Dettling were present to give the Business Manager Report. Chairman Martin will ask for a written report as soon as possible.
8. Camp reported on the activities of the Outstanding Article Committee. Susan Camp organized this activity. Committee members were Brenda Seevers, Larry Jewell, Jan Henderson, and Tom Bruening. The committee reviewed Volume 38 (1997) of the *Journal of Agricultural Education* and selected the authors of the year. Recipients include: Outstanding Article - **Greg Miller**, Iowa State University - "Studying Agriculture Through Videotape: Learner Strategies & Cognitive Styles"; 1st Runner Up, **Patrice Ingram & Florence M. Nyangara** - "Recruitment, Retention, and Participation of Under-represented Groups of Pennsylvania Cooperative Extension Advisory Boards & Committees"; and 2nd

Runner Up, **David Williams**, Iowa State University - "Focusing Agricultural Education Research: An Agenda for the Graduate Student".

9. Matt Baker gave the Electronic Editor Selection Committee report. Tim Murphy was the sole nominee.
10. Cano moved to establish a budget at last year's level (1998) of \$10,900. Camp seconded the motion. Discussion followed. Motion passed by voice vote.
11. Cano moved to accept all reports. Camp seconded the motion. Motion passed by voice vote.
12. Following the recommendation of the Electronic Editing Coordinator Selection Committee, Camp nominated Tim Murphy to be the Electronic Coordinator. Cano seconded the nomination. Murphy was elected by proclamation to a three year term to start January 1, 1999.
13. Raven moved to establish a new requirement that all reviewers must have had at least one manuscript accepted for publication in the *Journal of Agricultural Education*. Camp seconded the motion. Discussion followed. Cano moved to amend the motion by adding the words in the last five years, amendment died for lack of second. Motion passed by voice vote.
14. Camp moved that the Editor conduct a workshop each year at the annual AAAE meeting for the purposes of reviewing and publishing in the *Journal*. Cano seconded the motion. Discussion followed. Raven moved to amend the main motion by striking *each* and inserting *in their first* and Camp seconded the motion. Amendment passed by voice vote. Cano moved to amend the motion by inserting *and the past Editor* after Editor, Camp seconded, amendment passed by voice vote. The motion as amended (The Editor and the past Editor will conduct a workshop in their first year of service at the annual meeting of AAAE for the purposes of reviewing and publishing in the *Journal*) passed by voice vote.
15. Camp moved to eliminate the statement in the operating guidelines that prohibits prior members of the Editorial Review Board from serving again, Cano seconded the motion. Discussion followed. Motion passed by voice vote.
16. Changes in the review form were discussed. Raven moved to accept the proposed changes in the review forms suggested by the editor. Camp seconded the motion. Discussion followed. Motion failed by voice vote.
17. Camp moved to increase the page length of journal manuscripts to 20 pages. Motion died due to the lack of a second.
18. Replacements for new Editorial Review Board (Term: 1999-2001). Patreese Ingram for Eastern Region, Rick Rudd for the Southern Region, Joe Harper for the Central Region and Jim Connors for the Western Region.

19. Cano moved to elect the following individuals to the respective offices for 1999.

Matt Raven - Chairperson

Brenda SeEVERS - Secretary

Robert Martin - Outstanding Article Selection Committee, Volume 39.

Camp seconded the motion. Motion passed by voice vote. Gary Wingenbach was selected by the Eastern Region to replace Susan Camp as a member of the Editing-Managing Board.

20. It was agreed that the minutes of this meeting will be reviewed by the Editing-Managing Board, approved and then sent to the Editor for inclusion in the *Journal*.

21. Cano moved to adjourn the meeting. Raven seconded the motion. Motion passed by voice vote and the meeting was adjourned at p.m.

Respectfully submitted,

Matt R. Raven
Secretary

Robert A. Martin
Chairperson