

**Board of Journal of Industrial Technology (JIT Board) Minutes**  
**Wednesday, November 11, 2009**

Location: Derby Room, Hyatt Regency Louisville, KY

**Meeting Called to Order:** 7:05 pm

**Board Members in Attendance:**

Dr. Charles Patrick (JIT Board Chair), Dr. Borinara Park (CCTI Division Representative), Dr. Ron Meier (Industry Division Representative), Ms. Gretchen Mosher (Student Division Representative), Dr. Cynthia Thompson (University Division Representative), Dr. Robert Chin (At-Large Representative)

**Board Members Excused:**

Dr. Bruce DeRuntz (At-Large Representative and JIT Editorial Panel member)

**JIT Editorial Panel Members in Attendance:**

Dr. Steve Freeman (Chief Editor), Dr. Steve Hsiung (Associate Editor)

**Opening Remarks/Actions:**

- Chair Patrick welcomed everyone to the meeting and introductions made.
- Minutes of November 19, 2008 JIT Board meeting were approved.
- Chair Patrick noted the documentation provided to Board members, including: (1) JIT Board Bylaws; (2) publications report; (3) JIT publication trends article; and (4) JIT review process flowchart.

**Review and Actions of Board and Editorial Panel Membership:**

- Report of current JIT Board and Editorial Panel membership and terms

<u>Board Position</u>	<u>Name</u>	<u>Term</u>
Chair	Dr. Charles Patrick	11/2007-11/2010
CCTI Division Representative	Dr. Borinara Park	11/2008-11/2011
Industry Division Representative	Dr. Ron Meier	11/2007-11/2010
Student Division Representative	Ms. Gretchen Mosher	11/2007-11/2010
University Division Representative	Dr. Cynthia Thompson	11/2008-11/2011
At-Large Representative	Dr. Robert Chin	11/2008-11/2011
At-Large Representative	Dr. Bruce DeRuntz	11/2006-11/2009

<u>Editorial Panel Position</u>	<u>Name</u>	<u>Term</u>
Chief Editor	Dr. Steven Freeman	1/2009-12/2010
Associate Editor	Dr. Bruce DeRuntz	1/2008-12/2009
Associate Editor	Dr. Steven Hsiung	1/2009-12/2010
JIT Administrator (non-voting)	Mr. Dave Monforton	Ongoing

- Chair Patrick explained reasoning for stepping down as Board Chairperson and the JIT Board accepted the resignation of Dr. Patrick as Board Chairperson.
- Motion made by Chair Patrick to select Dr. Steve Freeman as the JIT Board Chairperson, seconded by R.Meier. Unanimous vote followed. Dr. Freeman was selected and will be recommended for appointment as the JIT Board Chairperson to the ATMAE Executive Board at their next meeting on Saturday, November 14, 2009.

**Request for Action #1 to ATMAE Executive Board:** The JIT Board requests the acceptance of resignation from Dr. Charles Patrick as JIT Board Chair and selected by unanimous vote Dr. Steve Freeman to complete the term through November 2010 as the new JIT Board Chairperson. The vote for Dr. Freeman as Chairperson by Board members was unanimous.

- JIT Editorial Panel membership review
  - Without objection, the board accepted the resignation of Dr. Steve Freeman as Chief Editor to assume the role of JIT Board Chairperson. Dr. Freeman agreed to oversee the Editorial Panel and review of current articles in cooperation with the new Chief Editor. The board noted the excellent leadership of Dr. Freeman as Chief Editor and commended him for his work on the Editorial Panel with the JIT review process.
  - Motion made by C.Thompson to select Dr. Dennis Field as the Chief Editor on the JIT Editorial Panel, seconded by R.Meier. The board noted Dr. Field's experience and was appreciative of his willingness to assume the Chief Editor's responsibilities on the panel. Unanimous vote followed. Dr. Field will be reported as the JIT Chief Editor to the ATMAE at the Annual Business Meeting on Saturday, November 14, 2009.

### **Old Business**

- Discussion by Board of partnership of the ATMAE and IJME organizations [*IJME – International Journal of Modern Engineering*]. The Board expressed concern about the quality of reviews by IJME. Motion made by R.Meier and seconded by R.Chin to dissolve the partnership with IJME due to a perceived lack of rigor in conference and journal paper reviews. Unanimous vote followed.
- Discussion by Board of development of a “recusal” statement for the JIT Editorial Panel and referees regarding the review of articles for which panel members or referees recognize the author (or authors). Board members agreed to work on this statement by email in this year.
- Discussion by Board of JIT referee training and the development of an online training module for JIT referee training through the ATMAE web site. R.Meier suggested Chair Patrick develop the module. Chair Patrick agreed to provide incoming Chair Freeman with the PowerPoint file of the referee training to be developed into an online module this year.
- Chair Patrick provided documents and general information to the JIT Board regarding the EBSCO Publishing license agreement. This agreement places the JIT publications with the “*Computer and Applied Science Complete*” database of EBSCO. Discussion followed of the need to continue work to get the JIT recognized by additional index database publishers.
- Discussion by Board of the potential of hiring and using a JIT Copy-Editor. Board members discussed the need of a technical copy-editor for the JIT. In 2008, the ATMAE Executive Board approved funds for a copy-editor; however, no action was taken in this regard. There was general agreement that referees should be spending most of their review time on the content of articles, although basic formatting should be reviewed as well. The members agreed that a copy-editor would greatly aid this problem and would add consistency of format to the diversity of topics in JIT articles. Board members discussed: (1) asking the ATMAE Executive Board to partially fund a copy-editor for the JIT annually for \$3,000; and, (2) developing a minimal fee per article to charge authors of accepted articles of approximately \$50 in order to cover the remaining costs of copy-editing. The approximate cost of a technical copy-editor is expected to be \$250 per article at \$15-\$20 per edited page (same pagination as received by the Editorial Panel and referees for review, not published pagination). Based on

15 articles published annually in the JIT with a \$250 copy-editor fee per article, the annual cost of copy-editing would be \$3,750 total with \$3,000 paid by ATMAE and \$750 paid by published authors.

**Request for Action #2 to ATMAE Executive Board:** The JIT Board requests funding for \$3,000 annually from the ATMAE Executive Board to partially fund a technical copy-editor position for review/revision of approved JIT articles.

**New Business**

- Chair Patrick reported the JIT review statistics for 2008 and provided a list of 2009 published articles to the Board. The 2008 acceptance/rejection statistics for the JIT are as follows:

<b>2008 JIT Papers - Accepted and Rejected</b>	<b>Percent</b>
1 of 29 Accepted after First Review	3.5%
13 of 29 Accepted Overall	45%
16 of 29 Rejected or Withdrawn	55%

- Chair Patrick reported a total of 29 articles reviewed for **refereed publication** by the JIT in 2008. Of these, 14 were accepted (1 after first review) and 16 were rejected for publication, resulting in a 45% acceptance and 55% rejection rate for the reviewed articles during that time period.
- Chair Patrick reported to the Board the performance of JIT referees in terms of the number of days articles were returned prior to/after their deadline. The Board members discussed the use of criteria to evaluate the performance of JIT referees. Chair Patrick stated that the Editorial Panel was providing Dave Monforton, JIT Administrator, feedback on each article reviewer based on the “adequacy” of the review. Admin. Monforton is tracking the performance of referees based on this adequacy rating, as well as meeting submission deadlines and number of articles reviewed. Admin. Monforton will continue to report that information to the JIT Board Chairperson.
- Chair Patrick reported on a question raised by R.Meier regarding whether JIT referees still had the option of marking “accept” or “reject” on the article evaluation forms. Chair Patrick reported the referees no longer had this option on the review forms.
- R.Meier started discussion with the Board on potentially changing the name of the JIT. Several suggestions were provided but no decision made by the Board. The Board decided to wait until the ATMAE Executive Board reported on the status of Divisions within ATMAE, to be decided at the 2009 Annual Conference. The JIT Board would then begin the process of renaming the JIT.

**Meeting Adjourned:** 9:00 pm

**NOTE:** Chair Patrick, Chief Editor Steve Freeman provided a scholarly writing/publishing workshop with the Dominick Fazarro, Chief Editor of the Journal of Technology Studies at the ATMAE conference on Friday, November 13, 2009. Approximately 25 people attended the workshop.