

Approved Minutes Thursday September 24, 2015
Board of Journal of Technology, Management, and Applied Engineering
(JTMAE)

12:00 PM Pacific Time, 1PM MT, 2PM CT, 3PM ET

Call to Order:

Board Members in Attendance: Chair **Dr. William Brauer**, **Dr. Cynthia Thompson**, **Dr. Dominick Fazarro**, **Mr. Matthew Harvey**, **Dr. Randy Peters**

*Dr. Nir Keren is the current Editor of the Journal of Technology, Management, and Applied Engineering, Dr. Jerry Waite has resigned. A new Editor is needed in November and new Associate Editor.

JTMAE Associate Editors in attendance: **Dr. Gretchen Mosher**

Journal Administrator in attendance: Lisa Kennelly, Membership Coordinator – **Lisa Kennelly**

Opening Remarks/Actions: JTMAE Board Chair Brauer (comments:) Need an Editor. Please make recommendations to William

1. Volunteer to take minutes – William
2. May minutes were approved via email vote
3. Vice Chair for the JTMAE Board. Dr. Dominick Fazarro

Unfinished Business:

4. By-Law change – Office is going to update our By-Laws based on our past changes - Lisa
Need a response from John.
5. Journal Web page Report – Jewel in the crown of ATMAE - Lisa
Update on software, advertising, and other including Journal presentation. Blog? Twitter?
PerTrack Software not yet ready to use.

New Business:

6. JTMAE Nomination Committee
We have several nominees that have submitted vita.
Members: Gretchen and Dominick will have their recommendations to me by Friday the 25 of Sept.
7. Proposed Wording of Non-Reviewed articles (Juried Reviewed Papers) or Creation of clear two-track publication – William – The wording of these items needs to be clarified. Any implementation for reforming the Juried Reviewed Papers detailed in our JTMAE documentation or creating a two, tiered system needs to be carefully planned.

Currently this proposed wording is leading people to read and understand it differently.

Juried Reviewed Paper - are submitted to the editor and are distributed to jurors for acceptance/rejection. Juried Reviewed Papers are typically reviews of the literature, state-of-the-art technical articles, and other non-empirical papers. Jurors make comments to the author, and the author makes required changes. The decision of the Editor is final. Juried Reviewed Papers are usually non-research pieces of importance to the readership; this would include the White Papers.

Peer-Refereed Articles - We will have our traditional **Peer-Refereed Articles**. **Peer Refereed** articles are submitted to the editor and are distributed to jurors for acceptance/rejection. Refereed articles are original empirical research. Jurors make comments to the author and the author makes required changes. The decision of the jurors is final. **Peer-Refereed:** The *JTMAE* uses a double-blind peer-review process for "peer-refereed" articles and each "peer-refereed" article is submitted to three reviewers for comment and criticism. Articles often go through a second review after an author's first revisions after review. The review process, either via traditional hard copy or via electronic review, will usually take between three months and one year to be completed. The cover page of each *JTMAE* article that has been published after being accepted through the peer-review process denotes the article as "peer-refereed."

8. Tabled - JTMAE Web Page income generation – waiting for information on Birthday edition cost
 - a. Birthday edition
Action: Responsibility: Dominick
Next meeting: October (email votes as needed)

Adjournment: 1:14 PM PT