

Food Protection Trends Management Committee

Members Present: Andy Hwang, Faith Critzer, Catherine Cutter, Francisco Diez, Hari Prakash Dwivedi, Alejandro Echeverry, Veny Gapud, Susan McKnight, Amie Minor, Randall Phebus, Christina Wilson, and Guodong Zhang.

Board/Staff Present: Mickey Parish, Linda Harris, Donna Bahun, and Lisa Hovey.

Visitors Present: Christine Bruhn, John Bruhn, Ben Chapman, Caroline DeWaal, Peyman Fatemi, Kirsten Howe, Ian Jenson, Ramin Khaksar, Lindsay Nix, and Jennifer Quinlan. **Number of Attendees:** 24

Meeting Called to Order: 2:00 p.m., Sunday, July 31, 2016.

Minutes Recording Secretary: Faith Critzer.

Old Business:

- Minutes from 2015 committee meeting were reviewed and approved by the committee members.
- Status of 2015 recommendations to the Executive Board
 1. Recommend to the Board to appoint Faith Critzer as the Vice Chair of *Food Protection Trends* Management Committee.
Board Response: Approve.
 2. Recommend to the Board to reappoint Catherine (Cathy) Cutter as the *FPT* Scientific Editor a four-year term.
Board Response: Approve.
 3. Recommend to the Board to check with Allen Pre-publication Reference Checker to check references in journal articles submitted for publication.
Board Response: IAFP staff to research the cost and see if it can be used for both *JFP* and *FPT*. Use of the correct “EndNote” template can also help.
Update: It isn't feasible for Allen Press to create an Endnote template.
 4. Recommend to the Board to redefine in the IAFP Bylaws Section V, Part C the definition of *FPT* to include words such as applied research, information, and member news.

Board Response: *FPT* Editor and staff to look into redefining this section of the Bylaws. Then a recommendation would be made to the Constitution & Bylaws Committee to consider the change.

Update:

Current Bylaws:

Food Protection Trends shall be the applied technical publication of IAFP and the *Journal of Food Protection* will be the scientific research publication.

Proposed change presented to the membership:

Food Protection Trends shall be the applied technical publication of IAFP and will include applied research articles, general interest articles, food safety information and member news. The *Journal of Food Protection* will be the scientific research publication.

Friendly amendment (to be proposed at the Business Meeting):

The Association shall have two journals: *Food Protection Trends* and the *Journal of Food Protection*. Both publications shall include peer-reviewed, scientific, applied and technical research and review articles. *Food Protection Trends* shall also publish general interest articles, food safety information and member news.

The group agreed to the friendly amendment. It will first be discussed by the Bylaws Committee before voting on by the membership at the Business Meeting.

5. Recommend to the Board to develop a survey to determine if *FPT* and *JFP* are meeting the needs of the membership.

Board Response: IAFP Staff will look into the cost and determine if the survey should be jointly conducted for both journals or if a separate survey for each is needed. It will need to be determined if the survey has a readership or publishing focus.

Update: This has been delayed because it wasn't appropriate to survey membership on both *FPT* and *JFP* due to extensive changes occurring with *JFP*. This topic was carried forward in a discussion summarized in New Business.

6. Recommend to the Board to determine the numbers and usage of articles downloaded from IAFP website by users.

Board Response: IAFP Staff will work with the Web developer to obtain additional statistics.

Update: We don't have a current metric for this, but we can get this information going forward. Next year we will have this information to report to the *FPT* Management Committee.

New Business:

1. Executive Board report: Mickey Parish, IAFP Vice President.
 - a. 4,100 IAFP members with 3,400 participants in this year's meeting and 175 exhibitors, both records for the organization.
 - b. Board will meet on Thursday to review all recommendations from *FPT* Management Committee.
2. Scientific Editor report: Catherine Cutter.
 - a. 2015 was very production 42 manuscripts were submitted, with 32 being accepted.
 - b. In 2016, 11 papers have been submitted, with four being accepted/3 rejected and the remainders are still under review or revision by authors.
 - c. Cathy Cutter has been inviting papers for submission after annual meeting and this may be a driver for increased.
 - d. A higher rejection rate was noticed, three of 11 submissions in 2016. This was driven by an increased number of members on the editorial board, with an increased breadth and depth of expertise
3. A discussion to create an award to recognize a publication in *Food Protection Trends* occurred. The discussion focused on what the appropriate metrics are to recognize the publication. The *FPT* Management Committee recommended that data be collected with respect to 1) most viewed; 2) most downloaded; and 3) most cited manuscripts in order for the us to determine what the appropriate metric(s) are to recognize one publication in *Food Protection Trends*. A formal recommendation will be made to the Executive Board to collect these data for six months and reported back to *FPT* Management Committee, in which time the committee will hold a mid-year conference call to determine the appropriate course of action for creating an award to be given at the Editorial Board Reception at the 2017 IAFP Annual Meeting.
4. Improperly formatted manuscripts are still an issue with submitted manuscripts. It was discussed that the fines associated with improperly formatted manuscripts be instituted to address the problems. This will be a subjective call by Cathy Cutter and Donna Bahun. A multi-prong approach will be instituted which includes: 1) revised instructions for authors; 2) emphasis in acceptance letters; and 3) an author acknowledgment that formatting is correct

during submission online. We will also point out issues associated with the use of EndNote or other citation management software in the instructions for authors.

5. A discussion occurred regarding surveying IAFP membership regarding *FPT*. The management committee felt that this would be appropriate and recommended that a subcommittee be formed to determine the objectives for a survey of IAFP members regarding *Food Protection Trends*. Jennifer Quinlan, Ben Chapman, Francisco Diez-Gonzalez, Faith Critzer, and Cathy Cutter will serve on this subcommittee. A formal recommendation will be made to the Board to allow *FPT* Management Committee to create a survey tool to be administered to IAFP membership.
6. A recommendation was made to engage the young scholars partnering with the Student PDG, Webinar subcommittee, *JFP* Management with *FPT* Management to advise them on publishing scientific manuscripts. The members felt that this would be a worthwhile approach and will contact the other partners to see if they are also interested.
7. A mid-year conference call will be held in 2017 (roughly January or February) with *FPT* Management Committee to discuss topics such as *FPT* publication award and survey tool.

Recommendations to the Executive Board:

1. *FPT* Management Committee would like to recognize one publication from *Food Protection Trends* at the Annual Meeting Editorial Board Reception in 2017. It is recommended that data be collected with respect to: 1) most viewed; 2) most downloaded; and 3) most cited manuscripts in order for the *FPT* Management Committee to determine what the appropriate metric(s) are to recognize one publication in *Food Protection Trends*. It is recommended that this data be collected for six months and reported back to *FPT* Management Committee during a mid-year conference call, in which time they will determine the appropriate course of action for creating an award to be given during the Annual Meeting Editorial Board Reception at IAFP 2017.
2. It is recommended that a survey tool be developed for the IAFP membership with the broad goal of obtaining feedback with regard to *Food Protection Trends*. *FPT* Management has created a subcommittee tasked with creating this tool and presenting it for approval to the *FPT* Management Committee during a mid-year conference call, and, if approved, to the IAFP Executive Board.

Next Meeting Date: July 9, 2017 in Tampa, Florida.

Meeting Adjourned: 3:27 p.m.

Chairperson: Andy Hwang.