**Meeting Called to Order:** 4:00 p.m. EDT, Wednesday, September 9, 2020.

**Minutes Recording Secretary:** Byron Chaves.

**Old Business:**


Regarding *JFP* Recommended Articles to *FPT*, the Scientific Editors of both journals are not aware of many cases in which a manuscript submitted to one journal was recommended for the other. Didi said that articles can be tracked when moved from one journal to another but cannot necessarily track which papers are submitted and published in *FPT* that were originally submitted to *JFP*. However, a recommendation was made to Allen Track to facilitate the switch if needed. Reports of article movement can be prepared by Didi and Donna and turned over to Cathy. Donna indicated that articles rejected from *JFP* but that may be suitable for *FPT* do not typically go to *FPT* because the authors would like higher impact factors.

Enhancing visibility of *FPT*: Byron Chaves discussed the steady submissions and how the journal does not seem to be in danger of losing submissions based on editor’s report. Discussed the IAFP meeting booth; delayed due to COVID. Discussed DOIs and indicated will discuss further in New Business. Open access of journal papers also discussed further below. R. Buchanan indicated he gets a lot of table of content (ToC) alerts; Didi indicated anyone can get *JFP* ToC notices in email, even if not IAFP member. Byron suggests posting ToC for issues on social media platform in addition to IAFP Report. IAFP can handle that. Emilio Esteban
suggests that government individuals may go to Food Control over FPT because of Food Control’s larger and broader audience.

Scientific Editor’s Report. Cathy Cutter discussed in editor’s report the issues surrounding international authors and typos/grammar errors and need for copy-editing. I. Jenson asked if copy-editing can be postponed until after paper is accepted to not make the authors pay too much money by multiple rounds of editing. Monserrat indicated that the cost of copyediting may be prohibitive for international authors. J. Gurtler says JFP has a list of firms that can be given to authors if needed but none are specifically endorsed. Didi confirms. Based on the report, the number of submissions has increased or remained steady over the last few years so there are no concerns about the number of manuscripts being submitted to FPT. Additionally, geographical diversity has increased.

From the 2019 recommendations to the Executive Board, the suggestion to make FPT article open access upon publication was declined and the FPT Management Committee described how David Tharp has indicated in the past that access to FPT is one of the main benefits of IAFP membership.

New Business:

Changes to the 2020 agenda: None. Chair Taylor asked IAFP President Dr. Kali Kniel to provide comments on behalf of the Executive Board. Dr. Kniel talked about the recently formed IAFP Council on Diversity, Equity, and Inclusion. The first meeting of the inaugural Council will happen soon (date not specified). IAFP wants to make sure that the needs of the members are represented. Donna Garren raised a concern about increasing diversity without compromising the scientific quality of the IAFP journals. Dr. Kniel responded that the quality will not be affected and the Council leadership will help navigate ways to increase and balance diversity. Dr. Kniel also invited everyone to attend the 2020 IAFP Virtual Meeting in October.

JFP Seeking authors for invited reviews announcement. Joshua Gurtler explained the idea is to bolster JFP’s impact factor with relevant reviews in food safety hot topics. The JFP Editorial Board is soliciting names and suggestions for potential authors for the identified review topics.

Feedback from suggestions to journal review process, FPT Editorial Board. Chair Taylor discussed some of the feedback received from members of the FPT Editorial Board. One of the main issues raised was the lack of consistency on reviewing manuscripts that use human subjects, such as surveys and training interventions. Another issue was the use of ad hoc reviewers for submissions for which the Scientific Editor may not find a suitable reviewer from the pool of Editorial Board members.

DOIs: Byron introduced the idea of DOI inclusion following calls from member(s). Donna and Didi followed up with Allen Press and it appears as though it can be done. They are checking in with CrossRef and the logistics of DOI assignment including costs. Still determining. Judy Luther reported it could be very helpful in citation of papers and author networking. However, IAFP and the committee still don’t know author/reader interests and respective needs. Waiting for more feedback from Allen Press.

Call for other new business: Regarding visibility, Bob Buchanan suggested the possibility of seeking authors around the world for invited reviews for FPT on issues pertinent to their geographical regions, which may also help increase inclusion and diversity of authors.
Numbered List of Recommendations to the Executive Board:

1. Make *FPT* articles free access 5 years post-publication, provided that no publication fees will be required.
2. Give authors the option of making *FPT* research and general interest papers open access with a fee model like *JFP*'s.
3. Provide authors with listing of editing firms for copy editing similar to *JFP*.
4. Affirm scientific editor's decision-making authority to request and assign ad-hoc reviewers for articles as needed.
5. Consider implementing DOI for *FPT* research and general interest papers.

Next Meeting Date: July 18, 2021, Phoenix, Arizona

Meeting Adjourned: 6:00 p.m. EDT.

Chairperson: Matthew Taylor.