Members Present: Kendra Nightingale (Chair), Joseph Frank, John N. Sofos, Andrew P. Benson, Alejandro Castillo, Tong-Jen Fu, P. Michael Davidson, Elliott T. Ryser, Michelle Danyluk, Peter W. Bodnaruk, Scott W. Brooks, Doris D. Souza, Sherri A. McGarry, Manan Sharma, Sean J. Leighton and Siddhartha Thakur.

Board/Staff Present: Don Schaffner, Isabel Walls, Didi Loynachan, Lisa Hovey and David Tharp.

Visitor/Guests: Tim Jackson and Amy Simonne.

Meeting Called to Order: 10:05 a.m., Sunday, July 22, 2012.

Recording Secretary of Minutes: Manan Sharma.

Old Business: Committee reviewed minutes from 2011 JFP Management Committee meeting. A motion was approved to accept the 2011 minutes, including the amendment to approve John Sofos’ reappointment as Scientific Editor for another four-year term.

New Business: The Committee reviewed agenda and approved it.

Isabel Walls stated that membership growth has been steady and that IAFP currently has approximately 3,600 members and are expecting close to 2,500 members at this years’ Annual Meeting. The international meetings continue to be successful. Professional Development Groups are hosting more and more webinars and the Student PDG continues to be active. David Tharp stated the financial picture is strong and $300,000 was added to the general fund this year. Also, this year’s Annual Meeting included the availability of wireless internet in meeting rooms and the development of an IAFP meeting app for mobile devices.

Joe Frank gave the Journal’s Scientific Editors’ Report. Highlights include that Volume 74 (2011) included 2,232 pages and 296 articles (288 research articles). By comparison, Volume 73 published in 2010 contained 2,352 pages and 287 articles which included 267 research papers. The average length of time between receipt of manuscripts and their publication remained the same in 2011 as in 2010. In 2011 researchers from countries other than the U.S. authored 59.1% of articles compared to 57.1% in 2010. For more details about the Journal in 2011 please see the Scientific Editors’ report and the Administrative Editor’s report prepared by Didi Loynachan.

A discussion about plagiarism followed. The Journal editors will begin using a program called iParadigms in affiliation with CrossCheck to cross-check other publications for plagiarized materials. If an author plagiarizes their own work, it is acceptable. There is an exception of online publication of dissertations and thesis as well as government publications. A statement about plagiarism already appears in the Instructions to Authors.
A motion was made to recommend the reappointment of Mike Davidson as Scientific Editor for another four-year term.

Manan Sharma was elected (by acclamation) to be recommended as the Committee’s Vice-Chairperson.

**Unfinished business:** In the discussion about the executive summary of the Strategic Plan, an issue was raised with regard to the statement currently listed as “Protect and increase the impact of *JFP.*” There was a long discussion about what this statement means and if it specifically referred to the impact factor used to evaluate peer-reviewed journals. Several people brought up the need for the collection of new data to strategically identify the readership/subscribers/downloaders of *JFP* content and perform outreach to address certain issues to increase “impact.” Several approaches were described; however, it was then brought up if the data are collected, how would these data be analyzed? It was also brought up that there is a plethora of existing data the scientific editors and administrative editors have access to and these data could be used to make strategic decisions about the direction of the journal to increase its “impact.” It was also brought up that publication of a manuscript in the *Journal* is still considered exclusive because *JFP* does require the payment of page-charges. With more and more journals addressing the topic of food safety, the fact that the number of article submissions to the *Journal* and the number published have remained constant or increased indicates that there remains strong interest in having work appear in the *Journal.* The discussion resolved with a suggestion from Andy Benson to replace the term “impact” with “influence” so as not to confuse or conflate with the term “impact factor.” This suggestion received unanimous agreement from those in attendance.

**Recommendations to the Executive Board:**

1. The Committee recommends that the wording be changed in the Executive Summary of the Strategic Plan concerning the *Journal of Food Protection.* The wording should be changed from “Protect status and increase impact of *JFP*” to “Protect status and increase influence of *JFP.*”

2. The Committee recommends that Mike Davidson be reappointed to another four-year term as scientific co-editor.

3. The Committee recommends the appointment of Manan Sharma as Vice-Chairperson.

**Next Meeting Date:** July 28, 2013.

**Meeting Adjourned:** 11:17 a.m.

**Chairperson:** Kendra Nightingale.