AAVLD Committee Report
(Note: Please attach any additional pages necessary for the following subtopics and your minutes / narrative)

JVDI Editorial Board_____ October 23, 2015
Committee Date

_____Grant Maxie____ _____n/a_____
Committee Chair Co-chair if applicable

_____ Grant Maxie _____ _____n/a_____
Nominees for upcoming chair / co-chair Nominees for upcoming chair / co-chair

Committee Statement of Purpose:
The JVDI Editorial Board meets face-to-face at the annual AAVLD meeting.
Activities of the Editor in Chief, Associate Editors, Managing Editor, and Sage Publications are reviewed, and plans are made for the coming year.

Draft statement of purpose of the Journal of Veterinary Diagnostic Investigation:
The Journal of Veterinary Diagnostic Investigation is the official journal of the American Association of Veterinary Laboratory Diagnosticians. The mission of the Journal is to educate by informing readers of progress in veterinary laboratory medicine and related fields of endeavor. The key objectives of JVDI are to promote the science of veterinary laboratory medicine and the betterment of animal health.

From JVDI Instructions to Authors:
"The Journal of Veterinary Diagnostic Investigation (J Vet Diagn Invest) is an international peer-reviewed journal published in English by the American Association of Veterinary Laboratory Diagnosticians (AAVLD). JVDI is devoted to all aspects of veterinary laboratory diagnostic science including the major disciplines of anatomic pathology, bacteriology/mycology, clinical pathology, epidemiology, immunology, laboratory information management, molecular biology, parasitology, public health, toxicology, and virology."

Strategy(ies) for Committee Activity Supporting AAVLD Strategic Plan (Please List):
The Journal is closely aligned with the Vision, Mission, Core Values, and Goals of AAVLD
http://www.aavld.org/mission-vision-core-values
Through continued publication of meritorious peer-reviewed articles, the Journal serves to inform and educate members, provides a preferred vehicle for publication of the scientific output of members, supports continuous improvement of laboratory medicine, and contributes to the continued professional growth of members.

Items for Review by the Executive Board (Please List):
1. Draft statement of purpose of the Journal of Veterinary Diagnostic Investigation:
The Journal of Veterinary Diagnostic Investigation is the official journal of the American Association of Veterinary Laboratory Diagnosticians. The mission of the Journal is to educate by informing readers of progress in veterinary laboratory medicine and related fields of endeavor. The key objectives of JVDI are to promote the science of veterinary laboratory medicine and the betterment of animal health.

Action Items for the Committee (Please List):
Please see list below from the Oct 23, 2015, Meeting Minutes.

JVDI Action list, 2016-2016:

	Action	Responsible	Complete
1.	Draft a JVDI **statement of purpose** (to be approved by the AAVLD Executive Board).	Grant Holly	
2.	Request from Executive Board a **financial statement** for JVDI	Grant	
3.	Deal with the backlog of MSs awaiting checklist	Grant	done
4.	Reformat **masthead**.	Grant, Holly	done
5.	Consider adding more discipline-specific **Associate Editors**	Grant	
6.	**Add Editorial Board members**, renew current EB members, and confirm EB member duties	Grant, Holly	Jan 2016
7.	Appoint a **Book Review Editor**.	Grant	done – Donal O'Toole
8.	Appoint an **Images Editor**.	Grant	done – Paco Uzal
9.	Discuss topics and find speakers for a **mini-symposium** for authors and reviewers for the 2016 annual meeting.	Editors	
10.	Discuss ideas for **special issues**, and coordinate with SAGE to streamline the process of producing a special issue. e.g., racehorse injuries	Editors	racehorses Paco 2016
11.	Encourage submission of **review articles**	All	
12.	Approach authors of interesting **abstract/poster submissions** (AAVLD proceedings) to solicit articles for JVDI.	All	
13.	Add **endorsement statement** to Journal and Instructions to Authors (*Publication of papers dealing with a commercial or candidate pharmaceutical product, medical device, or diagnostic test does not convey or imply an endorsement by the Journal of Veterinary Diagnostic Investigation or the American Association of Veterinary Laboratory Diagnosticians.*).	Holly	
14.	Add wording to the Instructions to Authors regarding the addition of a **literature review** in submitted **case reports**.	Holly	
15.	Contact SAGE to have the Instruction to Authors formatted for **mobile devices**	Holly	
16.	Alert SAGE to articles that should be **promoted** further (SAGE science blog, Twitter, and SAGE Insight newsletter)	Holly	
17.	Modify SAGE Editorial Board guidelines to **solicit** Associate Editors and Ed Board members.	Holly	Jan 2016
18.	Work with SAGE to brainstorm new **marketing ideas** for advertising.	Holly	
19.	Add a link to the **English language** service provider that SAGE endorses in rejection letters	Holly	
20.	Have SAGE purge inactive (0 0 0) reviewers	Holly	
21.	Expand JVDI **Wikipedia** page	Holly	
22.	Send a link to Jim Kistler with the current TOC for the **Facebook** page (ongoing)	Holly	
23.	Send information to Jim for "**JVDI in Focus**" section of the AAVLD newsletter (ongoing)	Holly	
24.	Rectify **defective link** between AAVLD and SAGE to facilitate downloading of JVDI articles	Jim K, SAGE	

Journal of Veterinary Diagnostic Investigation
Editorial Board Meeting 2015 – Minutes
Friday, October 23, 2015; 4:00 pm – 6:00 pm
Rhode Island Convention Center, Providence, RI, Room 555-A

1. Welcome and introductions

Attendees: Grant Maxie, Francisco Uzal, KJ Yoon, Holly Farrell, Shelley Andrews, Michael P. Reichel, Dan Rissi, Musangu Ngeleka, Subhashinie Kariyawasam, Yugendar Reddy Bommineni, Tim Frana, Jerry Saliki, Brian McCluskey, Bruce McLaughlin, Shuping Zhang, Donal O'Toole, Matthew Krecic, Steve Bolin, Dave Steffen

2. Approval of agenda; 3. Approval of minutes of Oct 17, 2014, Kansas City meeting

Approved.

4. Editor's report (Grant Maxie, EIC)

Numbers summary: There was an uptick in manuscripts from 2014 (523 total) to 2015 (538 total). The number of manuscripts from Africa increased from 2014 (0.1%) to 2015 (3%). The average days of submission to first decision increased from 2014 (30) to 2015 (40), as did the average days from submission to final decision (2014, 56 days; 215, 70 days). Rejection rate from 2014 (76%) has held steady through 2015, owing to the increased stringency of our review process.

Editor-in-Chief report:

Accomplishments—Transition from Dr. Saliki to Dr. Maxie has been successful. The Instructions to Authors were revised twice, and placed in a more prominent spot on the JVDI website. The requirement of a Statement of Authorship was instituted for all JVDI submissions, per the criteria defined by the International Committee for Medical Journal Editors (ICJME; http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html). Editing conventions have been fine-tuned (e.g., autopsy vs. necropsy, detection vs. diagnosis, etc.). A statement negating JVDI endorsement of commercial products will be added to the Journal and Instructions to Authors. A "Thank-You to Reviewers" was added to the March 2015 issue, and this will be an ongoing feature in the Journal. An email informing reviewers of the final decision of the Editor was added to keep reviewers in the loop, and as a reminder "thank you." A new section entitled "JVDI in Focus" was added to the AAVLD newsletter, highlighting an article from the latest issue. Wording was added to all acceptance letters regarding JVDI's expectation of availability for future reviews by the authors. Created AAVLD informational ad to be included in the 2016 issues of JVDI. Reviewer database purge in progress to delete reviewers with low or nonexistent reviewer scores.

Challenges—The challenge of enlisting dedicated peer reviewers remains, as some manuscripts have up to 12 declined reviewers before 2 are found (each manuscript requires at least 2 peer reviews). The EIC would like to see better quality manuscripts submitted to JVDI. SAGE suggests that JVDI increase the number of Associate Editors and the number of Editorial Board members. Increased turnaround time has been a problem in 2015 (increased from 56 days

to 70 days from 2014 to 2015. Advertising revenues declined sharply, from 14 ads in 2014 to 2 in 2015. There is not a clear purpose statement for JVDI.

Action items—see Action List.

5. Publisher's report (Shelley Andrews, SAGE Publications)

Circulation: 2014 total circulation of 8,732; 2015 YTD circulation of 8,662. The total number of subscriptions has seen a change of 4.56% from 2013–2015 YTD. Individual, member, and traditional organization subscriptions are down, while bundled subscriptions (bundled with other Journals), consortia, and developing world subscriptions have increased or remained steady (see p. 5 of SAGE 2015 Annual Publisher's Report). The developing-world organizations are determined through the WHO (HINARI; http://www.who.int/hinari/about/en/) and Research 4 Life (http://www.research4life.org/about/).

Online Usage: 2014 full-text downloads totaled 628,192; 2015 YTD full-text downloads total 359,630. (See Action List – Jim Kistler and SAGE to rectify the defective software link between AAVLD and SAGE = the root cause of the drop in downloads.)

Bibliometrics: 2014 Impact Factor is 1.353, an increase from 1.232 in 2013. Five-year 2014 Impact Factor is 1.377, a decrease from 1.556 in 2013. Ranked 38 out of 133 journals in the Journal Citation Index Veterinary Sciences category.

The open-access case report journal sponsored by AAVLD and published by SAGE has not taken off given the failure to locate an editor.

See also SAGE 2015 Annual Publisher's Report.

6. Matters arising from the two reports (open discussion)

Jim Kistler noted in the Publications Committee meeting that there is a disconnect between the AAVLD website and the JVDI website, as members are unable to use their AAVLD credentials to log in to JVDI. The problem arose when AAVLD's web host increased the security protocols of the website. SAGE has been unable to rectify the security settings on the JVDI website to compensate. This could be the reason for the decreased number of text downloads (an average monthly decrease of 7,396 from 2014).

A new SAGE commercial sales manager was appointed for JVDI (Kathryn Edwards), and a conference call with her, Kaitlyn Voyce, Grant Maxie, and Holly Farrell resulted in new ideas for marketing JVDI.

Shelley Andrews suggested that AAVLD bundle advertising for the AAVLD annual meeting (sponsors/trade show booths) to include discounted advertising in JVDI.

To offset the longer turnaround time, Dr. Reichel suggested that we post Online First articles in various stages of completeness (a watermark would indicate the status, such as Galley Stage or Press-Ready).

To generate interest in the Journal, SAGE suggests that we notify them of topical articles that can be advertised on their blog, their Twitter account, and in the SAGE Insight newsletter.

English as a second language (ESL) is an ongoing problem with submitted manuscripts. SAGE suggested that we highlight the service provider that SAGE uses. We currently have this link in the Instructions to Authors but it may have more impact in the decision/rejection letters.

Reconfiguration of the Journal masthead/Editorial staff page in the print Journal and online was discussed, as well as the need for more Associate Editors and Ed Board members

(increase from ~20 to ~50). Vet Pathol and Tox Pathol were the 2 journals used for comparison, regarding layout of the masthead and number of editorial staff.

To increase the quality of reviews, to attract more reviewers, and to advocate for higher quality submissions, the EIC suggested that a symposium be added to the program for next year's meeting. A panel of speakers would address a variety of topics, such as advice on how to get published, common reasons for rejection, basic figure manipulation, the types of supplemental material that are encouraged at JVDI submission (podcasts, whole slides, raw data, etc.), etc. The symposium would be recorded (with the help of SAGE) for inclusion on the JVDI website.

It was suggested that an occasional Editor Commentary on articles would be of interest to the general readership. Such a commentary might help readers to see a topic as more relevant than previously thought.

The issue of case reports is an ongoing discussion. While not being beneficial to the impact factor, case reports are quite useful to readers and that, as a Society journal, we should focus on what our audience is interested in, meaning that case reports are relevant and should be published. For rejected case reports that have merit, Dr. Uzal has been recommending to authors that a literature review be added to the report, and upon completion, the article resubmitted for review. He has had success with this approach, and we will be adding the wording to the Instructions to Authors. Such an addition to case reports could increase citations, thus helping the impact factor.

Appointment of a Book Review Editor was suggested by the EIC. SAGE can help solicit publishers to ensure a flow of books for review.

Appointment of an Images Editor was suggested by the EIC to evaluate submitted figures, which would in turn provide higher quality images to the readership.

7. General discussion items

a. Significant changes were made to the Instructions to Authors

—Suitability of Letters to the Editor, Book Reviews, and Commentaries;
—Details on the peer review process;
—Details on the various sections of manuscript, particularly Authors' Contributions;
—A statement negating endorsement by the Journal for commercial products;
—Notification to authors that a list of suggested reviewers can be submitted to the editorial staff;
—Streamlining of the new and revised manuscript submission instructions;
—Minor grammar/editorial changes.

b. Clarification of Ed Board membership requirements

—Membership in AAVLD is required
—Term of appointment is 3 years
—EB members are expected to review 8–10 manuscripts per year
—Participation in occasional conference calls or e-mail discussions on editorial policy issues
—Attendance at the EB meeting at the annual AAVLD meeting is highly desirable

c. Soliciting review papers

—suggestions for special issues (this would not be a separate issue, as the special issue articles would make up the majority of an issue): Next generation sequencing; pathology of racehorses; shelter medicine
—suggestions for guest editors

8. Appointment of Editorial Board members

A SAGE guide for soliciting Editorial Board members was addressed. Included in the guide is a solicitation letter, an outline of a list of expectations/requirements that would clarify what Board membership entails, as well as a contract that the potential member would sign, all of which can be modified to suit the needs of JVDI. In addition, SAGE offers certain benefits (discounts, etc.) for reviewers and this could be highlighted in such a solicitation. Further modification to the guide could be made for soliciting Associate Editors.

It was suggested that periodic communication with the Editorial Board (quarterly email and/or conference call), in addition to the annual meeting, would help sustain interest and enthusiasm in the Journal. In addition, perhaps highlighting distinguished reviewers (in the Journal and/or AAVLD newsletter) would help sustain enthusiasm/interest in the Journal.

Action list

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