

Position: JWOCN/CAET Editorial Board

Name: Kathryn Kozell

Report:  Midyear  Annual

Date of Completion: March 1, 2013

Project	Strategic Outcome Identified (to mark X in box highlight box & right click; right click on properties; click on checked)	<u>Progress Report</u> Identify: Completed Date Projected Completion Date Ongoing
<b>1. Submit 2-3 articles reflecting clinical, education, research or policy development of significance for each publication of JWOCN within the timelines as indicated by the CAET-JWOCN affiliation agreement.</b>	Values <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 Organizational Strategies <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input type="checkbox"/> 8	<b>COMPLETED</b> <ul style="list-style-type: none"><li>All timelines for submission of articles to JWOCN have been met as per JWOCN/CAET agreement.</li><li>The dates for article submission were Jan/Feb (2); May/June (1); Sept/Oct (1).</li><li>Presently ahead of schedule for 2013</li><li><b>A special article feature to honor JWOCN's 40<sup>th</sup> Anniversary will be featured in July/August edition.</b></li><li><b>(see attached)</b></li></ul>
<b>2. Maintain direct regional and national communications with membership, regional directors, core program leaders and CAET Board for procuring submissions for publication.</b>	Values <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 Organizational Strategies <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	<b>COMPLETED</b> <ul style="list-style-type: none"><li>Each Editorial Board member maintains communications with the regions as required.</li><li>Regional communications will be enhanced through Objective 3 and Objective 10 CAET/JWOCN Website.</li><li><b>CAET-JWOCN Editorial Board will share the JWOCN table at the CAET 2013 conference to solicit 'authors' and acknowledge the 40<sup>th</sup> Anniversary of JWOCN. Dianne Garde, ET will display original JWOCN journals to add to the celebration.</b></li></ul>

<p><b>3. Maintain communications through the LINK and CAET e-blasts promoting and eliciting membership contributions.</b></p>	<p>Values <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p>Organizational Strategies</p> <p><input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4</p> <p><input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>	<p><b>COMPLETED</b></p> <ul style="list-style-type: none"> <li>• The <i>CAET – JWOCN Connection</i> communication message has been revised for the LINK; published in <i>LINK</i> March 2013. French Translation required.</li> <li>• Article submitted by CAET Editor “<i>Share Our Canadian Perspective</i>” published in <i>LINK</i> March 2013 promoting publication in JWOCN and sourcing JWOCN for ETN practice.</li> <li>• Produced new E-Blast message for soliciting CAET resources for the CAET ETN Resource Catalogue.</li> <li>• <b>(see attached)</b></li> </ul>
<p><b>4. Create a ‘pool’ of articles to ensure timely submission to JWOCN.</b></p>	<p>Values <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p>Organizational Strategies</p> <p><input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4</p> <p><input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input type="checkbox"/> 8</p>	<p><b>ONGOING</b></p> <ul style="list-style-type: none"> <li>• On submission target for 2013: Feb (2); March (1); plans for submission for June and August post conference material</li> <li>• Solicited direct letters of invitation to potential authors. This resulted in a poor response (1/5), however the Ed. Board will continue to strategize to ensure that a pool of articles is established. <b>e.g. Letter of invitation will be distributed to poster authors at the CAET Conference 2013.</b></li> <li>• <b>(see attached)</b></li> </ul>
<p><b>5. Develop guidelines for articles and manuscripts to facilitate submission by CAET authors in accordance with the JWOCN</b></p>	<p>Values <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3</p>	<p><b>PROJECTED COMPLETION DATE</b></p> <ul style="list-style-type: none"> <li>• Available on the CAET-JWOCN Connection Website.</li> </ul>

manuscript guidelines.	<b>Organizational Strategies</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	(March 2013)
<b>6. Develop CAET ETN Resource Catalogue for CAET members only.</b>	<b>Values</b> <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <b>Organizational Strategies</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	<b>PROJECTED COMPLETION DATE</b> <ul style="list-style-type: none"> <li>Available on the CAET-JWOCN Connection Website. (March 2013)</li> <li>This initiative will require legal consultation for the development of an 'author's copyright transfer agreement' to post volunteered resource material on the CAET-JWOCN website.</li> </ul>
<b>7. Monitor the number of hours per week required to execute the role and functions of the CAET Feature Section Editorial Board</b>	<b>Values</b> <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	<b>COMPLETED</b> <ul style="list-style-type: none"> <li>The documentation of work represented by the volunteer hours has been established.</li> </ul> <p>CAET Editor: Jan. 2012 to Feb. 2013 = 225 hrs.</p> <p>Board members:</p>
<b>8. Develop a survey to understand the impact and utilization of the CAET-JWOCN publishing partnership on CAET membership.</b>	<b>Values</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	<b>COMPLETED</b> <ul style="list-style-type: none"> <li>CAET membership survey conducted by the CAET Board of Directors Oct/Nov 2012 included questions related to the benefit of the CAET-JWOCN agreement. Response was positive. See Objective 9.</li> </ul>
<b>9. Review CAET's performance as a JWCON affiliate with JWOCN Editor-in-Chief.</b>	<b>Values</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8	<b>COMPLETED</b> <ul style="list-style-type: none"> <li>K. Kozell attended the JWOCN Editorial Board meeting in December 2012 to: <ul style="list-style-type: none"> <li>a) represent the CAET as per affiliation agreement;</li> <li>b) participate in the semi-annual JWOCN Editorial Board meeting</li> </ul> </li> </ul>

		<p>related to strategic planning;  c) present a report to JWOCN Editorial Board on behalf of CAET;  and  d) meet with JWOCN Editor-in-chief, Dr. Mikel Gray to review performance.</p> <p><b>JWOCN is very pleased with the contributions of CAET. The success of these past two years has led to the successful renewal of the CAET-JWOCN affiliation agreement from 2013 to 2015. Subscription fee for CAET members will remain the same as agreed upon at the 2013 rate to 2015.</b></p>
<p><b>10. Develop the CAET-JWOCN Website for CAET membership access and publication information.</b></p>	<p>Values <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p><b>Organizational Strategies</b></p> <p><input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4</p> <p><input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p>	<p><b>PROJECTED COMPLETION DATE</b></p> <ul style="list-style-type: none"> <li>• At the time of writing the building of this website is 50% completed. Anticipate completion by April 2013.</li> <li>• E-Blast will be distributed announcing the launching website section</li> </ul>
<p><b>Name:</b> Respectfully submitted, Kathryn Kozell, RN, MScN, APN, CETN(C) Feature Section Editor</p> <p style="text-align: center;"><i>Kathryn Kozell</i></p> <p>Electronic Signature: <span style="float: right;">March 1, 2013.</span></p> <p>The accomplishments of 2012-2013 have led to the successful renewal of the CAET-JWOCN affiliation agreement with WOCN. This would not have been possible without the support of CAET Editorial Board Members, Lina Martins, Mary Hill and Dorothy Phillips. To the CAET Board of Directors, CAET LINK Editor and Translation once again a tremendous ...<i>thank you/merci beaucoup</i> for supporting this initiative for our CAET members and ETN colleagues around the world!</p>		