

Division newsletter



American Society for Engineering Education

DIVISION: ENGINEERING LIBRARIES

EDITOR: JIM KYED
HELEN CITRON

DATE: FALL 1984

FROM THE CHAIR

Thank you for making our Salt Lake meeting a great success through your attendance and participation. Our Division continues to have a healthy mixture of "old timers" and new attendees from both large and small schools. Many of us also enjoy a wide variety of library-related topics. To facilitate contact, we will distribute our new ELD Membership Directory very shortly; it is a great place to turn when you want to call on other members for support or information. In fact, this informal "networking" is formalized a bit with this Newsletter in our newly-established Feedback Forum. Please join in with your response to our discussion topics.

This year look for the a very active Publications Committee. We are getting ready to publish the first (on computer engineering) of the Literature Guides series with several others in progress. Dorothy Byers is working on a union list of difficult-to-locate publications (standards, technical reports, patents, society publications, etc.) We strongly urge you to respond to her survey which is enclosed in this issue. We hope that our eventual product will be an invaluable interlibrary loan publication.

To all of you who are so ably worked on our various Committees last year and to those of you who are so actively working this year, we extend our appreciation. For those of you who want to become active, please give me a call at (313) 764-7494.

NEWSLETTER PLANS

The editors plan to issue 4 newsletters during the year on the following schedule:

- 2nd issue: First half of November, after fall planning conference
- 3rd issue: Mid-January after final program is prepared
- 4th issue: End of April; conference issue.

Each issue will contain several components: progress reports from committee chairs, news exchange among members, a message from the chair, annual conference program, etc. The newsletter can serve the very important function of continuing the successful exchange of ideas, gathering of information, assistance in problem solving, help in longrange planning, etc. that occurred in Salt Lake.

If you are working on a special project, gathering interesting statistics, conducting a study, or focussing on a particular issue that would be of interest to the Division members, please write up a brief informal report for the next Newsletter. Jim's telephone number is (617) 253-7741.

INFORMATION EXCHANGE/FEEDBACK FORM

The last page of the newsletter consists of a new feature called a FEEDBACK FORM. The editors hope that you will use it to communicate with other division members during the year.

In each issue, the form will indicate a topic or question about which we would like information to be published in the next issue. This issue's question is: "What experience have you had in offering a document delivery service to users of your library?" Opportunity is also provided to select the topic for the next issue. The form is preaddressed to Jim Kyed, Co-editor. Simply reply on the form, fold it, staple it, stamp it and drop it in the mail to Jim when you finish reading the Newsletter. If you wait till later, it will get lower and lower in that pile on your desk!

PARTICIPANTS NEEDED FOR 1985 CONFERENCE PROGRAM

Don Richardson, Program Chair, reports that planning is continuing for the 1985 conference to be held in Atlanta from June 16-20. A preliminary schedule is due to Headquarters on September 14 and detailed program plans will be made at the Fall Planning Conference to be held in Nashville from October 28-30.

Now is the time to contact Don at (617) 793-5000 if you wish to participate or if you can recommend others outside the Division who could provide their expertise toward the production of a successful and interesting session.

Ideas for sessions which are being considered included:

--A workshop on patents, standards or technical reports to be presented by Jim Dodd geared to engineers and using the resources of the Georgia Tech Library. It could be co-sponsored with other divisions and held Sunday or Thursday.

--Another open forum as the first session on Monday morning.

--A booth for end-user searching in the exhibit area set up by Dialog or BRS where ELD members could assist attendees in performing their own searches.

--A mini-plenary (a major session co-sponsored by several divisions on micro-computer use in personal information gathering).

--An alternative mini-plenary on bibliographic instruction (experienced engineering faculty would participate).

--A poster session on topics such as bibliographic instruction, space planning, microcomputers in the library, work stations, a holistic approach to information gathering, etc.

--A workshop on staff personnel problems.

The semifinal programs for all groups are due to Headquarters on November 12 where they will be compiled and resubmitted to the groups for review. The final deadline for receipt of all program information is January 4.

Those who wish to publish papers in the Proceedings should contact Don also, as soon as possible. Final deadline for submission of papers is April 1.

The Nominating Committee, ASEE Engineering Libraries Division, invites your suggestions for candidates for two Division offices.

Secretary-Treasurer, 1985-86, with automatic progression from
Secretary-Treasurer to Program Chair 1986-87 and Division Chair 1987-88
Director, 1986-87

If you have suggestions for either of these positions, please call or write one of the members of the Nominating Committee before October 15, 1984.

Karen Andrews
UCLA Engineering and Math Sciences Library
8270 Boelter Hall
Los Angeles, CA 90024
(213) 825-3398

Joe Kopycinski
Alumni/Lydon Library
University of Lowell
Lowell, MA 01854
(617) 452-5000 ext. 2377

Zanier Vivian, Chair
University of New Mexico General Library
Albuquerque, New Mexico 87131
(505) 277-5761

ASEE/ELD OFFICERS AND COMMITTEES, 1984-85

Chair

Maurita Peterson Holland
Engineering Libraries
312 UGL
University of Michigan
Ann Arbor, MI 48109-1185
(313) 764-7494

Chair-Elect/Program Chair

Don Richardson
George C. Gordon Library
Worcester Polytechnic Institute
Worcester, MA 01609
(617) 793-5000

--A workshop on staff personnel problems.

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312 UGL
University of Michigan
Ann Arbor, MI 48109-1185
(313) 764-7494

Chair-Elect/Program Chair

Don Richardson
George C. Gordon Library
Worcester Polytechnic Institute
Worcester, MA 01609
(617) 793-5000

Secretary/Treasurer

Jim Dodd
Library
Georgia Institute of Technology
Atlanta, GA 30332
(404) 894-4510

Immediate Past Chair

Zanier Vivian
P.O. Box 267
Tijeras, New Mexico 087059
UNM Telephone: (505) 277-5671
(505) 281-5206

Directors

Mary Jo Arnold, 1983-85
Engineering Library
Ohio State University
2024 Neil Ave.
Columbus, Ohio 43210
(614) 422-2852

Jim Fries, 1984-86
Feldberg Library
Dartmouth College
Hanover, NH 03755
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Massachusetts Institute of Technology
Cambridge, MA 02139
(617) 253-7741

Helen Citron, Publisher
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Atlanta, GA 30332
(404) 894-4501

Publications Chair

Hazel Wetts
University of Southern California
Seaver Science Library
Los Angeles, CA 90089-0481
(213) 743-6398

Publications Committee--Subcommittee on Literature Guides

Kathy Jackson, Chair
Sterling C. Evans Library
Texas A&M University
College Station, TX 77843
(409) 845-5741

Hugh Franklin
Kerr Library
Oregon State University
Corvallis, OR 97330

Katalin Harkanyi
Science & Engineering Library
San Diego State University
San Diego, CA 92182
(714) 286-6715

Russ Powell
Engineering Library
355 Andersen Hall
University of Kentucky
Lexington, KY 40506
(606) 258-2965

Hal Wiren
Engineering Libraries
University of Washington
Seattle, WA 98195
(206) 543-0740

Publications Committee--Subcommittee on Membership Directory

Shary Baluis
Engineering Libraries
312 UGL
University of Michigan
Ann Arbor, MI 48109-1185
(313) 764-7494

ASEE/ELD OFFICERS AND COMMITTEES, 1984-85 (continued)

Publications Committee--Subcommittee on Union List

Dorothy Byers
Engineering Library
880 Baldwin Hall
University of Cincinnati
Cincinnati, OH 45221
(513) 475-3761

Membership (formerly Recruitment and Hospitality)

Marge Rhoades, Chair
Engineering Librarian
Colorado State University
Fort Collins, CO 80523
(303) 491-1877

Vladimir Boronvansky
Noble Science & Engineering Library
Arizona State University
Tempe, AZ 85287
(602) 965-3417

Membership (formerly Recruitment and Hospitality (continued))

Paige Gibbs
Library
Southeastern Massachusetts University
North Dartmouth, MA 02747
(617) 999-8662

Bill Rowe
Library
Michigan Technological University
Houghton, MI 49931
(906) 487-2500

Nominating Committee

Zanier Vivian, Chair (address: see Immediate Past Chair)

Karen Andrews
UCLA Engineering and Mathematical Sciences Library
8270 Boelter Hall
Los Angeles, CA 90024
(213) 825-3398

Joe Kopycinski
Alumni/Lydon Library
University of Lowell
Lowell, MA 01854
(617) 452-5000 ext. 2377

Accreditation Liaison: Dorothy Byers (address: see Publications Committee--Subcommittee on the Union List)

Annual Business Meeting
Engineering Libraries Division
American Society for Engineering Education
June 25, 1984

The annual business meeting of the Engineering Libraries Division of the American Society for Engineering Education was called to order at 8:45 P.M. on Monday June 25, 1984 at the Salt Palace Convention Center, Salt Lake City, Utah by chairperson Maurita Holland.

MINUTES OF THE 1984 BUSINESS MEETING: The minutes of the 1983 Business Meeting were read by Secretary/Treasurer Don Richardson and were approved by the members.

TREASURER'S REPORT: Don Richardson reported that the Division's allocation from ASEE for fiscal year 1983-84 was \$400.00. The only expenses from the budget were for printing and mailing of the newsletter:

Summer 1983	---	86.28
Fall 1983	---	70.96
Winter 1984	---	90.20
<u>Spring 1984</u>	---	<u>132.12</u>

Total \$379.56

Current Balance \$20.44

The \$1.00 ELD dues payment went into effect January 1, 1984. The dues are being deposited into the Division's BASS account. During the second quarter of this fiscal year (January-March 1984), dues payments totalling \$16.00 were deposited into this account. There were no expenses from the BASS account.

Some members reported that they had not paid the ELD dues with their most recent ASEE membership renewal. Other members, who had renewed after January 1, 1984, said that the ELD dues were listed on the renewal application. The Secretary/Treasurer was asked to find out how members pay the \$1.00 ELD dues.

NEWSLETTER: Maurita reported that Jim Fries was not able to attend the conference due to a personnel problem at his library. Jim asked to be relieved as editor.

MEMBERSHIP DIRECTORY: Sharon Balius reported that she had hoped to have out a new edition of the membership directory by now but had run into some problems with ASEE Headquarters that had delayed production.

PUBLICATIONS: Karen Andrews, Publications Committee Chair, received several responses to her questionnaire on collection evaluation tools. Members made good suggestions concerning evaluation tools and came up with a consensus of sources that were not very useful.

LITERATURE GUIDES: Kathy Jackson, Chair of the Subcommittee on Literature Guides, reported that no one met the October 1, 1983 deadline for submission of literature guides to her. She subsequently received a literature guide on computer engineering from Maurita Holland and her staff, which she handed out to the members for review and comment.

Kathy reported that other subjects available for guides included electrical engineering, environmental engineering, geological engineering, mining engineering, and environmental law. She suggested that members work together on guides. Katalin Harkanyi offered to work with Marge Rhoades on electrical engineering, and Jay Wadell volunteered to do environmental law.

RECRUITMENT AND HOSPITALITY: Hazel Wetts, Chair of Recruitment and Hospitality, reported that her committee sent letters to approximately thirty engineering librarians in the general area of the conference, inviting them to join ASEE/ELD and attend the conference. Hazel said that many of the people, with whom her committee subsequently spoke by phone, had a conflict with the Special Libraries Association meeting which usually is held close to the time of ASEE.

PROGRAM REPORT 1984: Maurita announced that Susan Ardis had to resign her position as Program Chair/Chair-elect due to other commitments. Maurita also informed the members of Barbara Begg's illness and encouraged them to write to Barbara at her home. Karen Andrews passed around a card for Barbara for members to sign. Maurita reminded the members about the session at the Mormon Genealogical Library on Tuesday afternoon.

BY-LAWS CHANGE: Maurita reported that because ASEE required that the program chair always be known two years in advance, ELD had to change its by-laws in order to comply. Simply stated, the by-laws change, published in the Spring 1984 issue of the newsletter and listed below, will provide a three year term with individuals progressing from Secretary/Treasurer to Program Chair to Chair. Maurita thanked Mary Jo Arnold, Dorothy Byers, and Jim Kyed for their work in the change.

Proposed By-laws Change:

Article IV. Officers.

Section 1. The Officers of the Division shall be Chairman, Program Chairman, Secretary-Treasurer, and two Directors. (ADD: Progression from Secretary/Treasurer to Program Chair to Division Chair is automatic).

- a. unchanges
- b. The Program Chairman shall serve a two (CHANGE: one) year term thereafter automatically succeeding to the Chair...
- c. The Secretary-Treasurer shall serve a two (CHANGE: one year term thereafter automatically succeeding to the (Add: Program) Chair...
- d. - f. unchanged.
- e. (ADD: The retiring Chairman will be ineligible for office, but can serve on committees, for 3 years thereafter except as required in Article VI section 7 regarding vacancy in offic.)

The change in Article IV was approved unanimously by the members.

Maurita also presented the proposed change in Article III. Membership.

Proposed By-Laws Change:

Article III. Membership.

The membership of the Division shall consist of those members of the Society who wish to affiliate with the Division and who make this desire known in writing to the Executive Secretary of the Society. (ADD: Only those members in good standing with the Society and with the Engineering Libraries Division shall be eligible to be officers and committee members).

The change in Article III was approved unanimously by the members.

VACANCY IN OFFICE: Maurita asked Kathy Jackson, as parliamentarian, to explain what happens when an office is vacated. Kathy explained that the immediate past chair is asked to serve out the term of the chair when that office is vacated. Therefore, Maurita will serve as chair in 1984-1985.

NOMINATION OF OFFICERS: Joe Kopycinski, Chair of the Nominating Committee, reported the following nominations: Don Richardson, Program Chair/Chair-elect; Jim Dodd, Secretary/Treasurer; Jim Fries, Director.

The nominations were accepted unanimously by the members.

PROGRAM PLANNING 1985: Ideas for sessions for next year's conference were discussed. Jim Dodd offered to do workshops on patent, standards, and technical reports, geared to engineers, using the resources of the Gerogia Tech Library. It was suggested that co-sponsorship with one or more of the engineering divisions be sought. It also was suggested that these workshops be held on Sunday afternoon or all day Thursday. Karen Andrews offered to help with session on standards. Other session topic suggestions included bibliographic instruction and computer-assisted instruction.

Katalin Karkanyi asked the possibility of a regular library column Engineering Education. It was pointed out that this was not the kind of thing that Engineering Education sought. Maurita asked Karen Andrews, Publications Committee Chair, to look into or some other means of communication through ASEE.

OLD BUSINESS: Dorothy Byers reported on the response to her questionnaire on hard-to-find materials and handed out samples of the proposed union list of these materials to the members for review. Maurita suggested that Dorothy send her questionnaire to the members again. Jim Dodd suggested that a notation appear on sets of standards to indicate if holding libraries retain previous editions of standards. The consensus was that the union list project should continue.

NEW BUSINESS: Maurita reported that there were no new requests from ASEE Headquarters for projects for the Division. Dorothy Byers asked about interest in accreditation guidelines. A discussion ensued concerning what accreditation teams wanted to know from libraries. Some ELD members reported a great deal of contact with team members, others reported little or no contact. Jim Kyed talked about the history of libraries' input in the accreditation process and pointed out the lack of standards for engineering libraries. Maurita summed up the discussion on this topic by saying that there had been some success in getting accreditation people to raise their awareness of libraries due to efforts of ELD and people like Jim Kyed and Mary Jo Arnold.

ANNOUNCEMENT: Jim Dodd invited everyone to Atlanta for the 1985 Conference.

The meeting adjourned at 10:00 P.M.

Respectfully, Submitted,

Donald G. Richardson
Secretary/Treasurer

BYLAWS CHANGE REQUIRED

In order to meet the ASEE requirement that program chairs always be known two year in advance, our Division must change its By-Laws. Mary Jo Arnold, assisted by Jim Kyed and Dorothy Byers, provided the following changes in "Article IV. Officers" which have been approved by PIC-IV Chair, Billy Koen, for vote at our annual meeting in June. The changes will become effective with an affirmative vote of two-thirds the members present at our meeting.

Simply stated, the By-Laws change will provide a three year term with each individual progressing from Secretary-Treasurer to Program Chair to Chair. Implementation this year means that Susan Ardis becomes Chair, Don Richardson moves to Program Chair and we elect a new Secretary-Treasurer at our annual meeting. With full expectation that we will vote to make this change, I have instructed the Nominating Committee to provide such a slate for our approval at the meeting.

After discussion with John Lisack at Headquarters, we are also recommending a "member in good standing" sentence be added to "Article III. Membership "; that sentence is also included her for vote at the annual meeting.

Proposed By-Laws (NOTE: All changes or additions are noted in parentheses).

ARTICLE III. MEMBERSHIP.

The membership of the Division shall consist of those members of the Society who wish to affiliate with the Division and who make this desire known in writing to the Executive Secretary of the Society. (ADD: Only those members in good standing with the Society and with the Engineering Libraries Division shall be eligible to be officers and committee members).

ARTICLE IV. OFFICERS.

Section 1. The officers of the Division shall be Chairman, Program Chairman, Secretary-Treasurer and two Directors. (ADD: Progression from Secretary-Treasurer to Program Chair to Division Chair is automatic).

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- b. The Program Chairman shall serve a two (CHANGE: one) year term thereafter automatically succeeding to the Chair...
- c. The Secretary-Treasurer shall serve a two (CHANGE: one) year term thereafter automatically succeeding to the (ADD: Program) Chair...
- d. -f. unchanged
- e. (ADD: The retiring Chairman will be ineligible for office, but can serve on Committees) for 3 years thereafter except as required in Article 6 sec. 7 regarding vacancy in office.

ATTENTION ENGINEERING LIBRARY GUIDE VOLUNTEERS

Kathy Jackson reports that she is eagerly awaiting the first completed revision of an Engineering Literature Guide. If you would like your guide available for distribution at the Annual Conference, the draft needs to reach Kathy no later than May 25, 1984. Volunteers who were to have their guide finished by late spring and will not make that deadline should contact Kathy and negotiate a later date. Kathy's address/phone: 409-845-5741

Sterling C. Evans Library
Reference Division
Texas A&M University
College Station, TX 77840

-contributed by Kathy Jackson

OPEN FORUM
Session 1239
June 25, 1984

On Monday morning, June 25, we will have an OPEN FORUM. This is our opportunity to share developments/news in our own libraries, and find out what others are doing/planning. Bring a poster, slides, pictures. Tell us about your projects, events, accreditation news, etc. We hope there will be new members who plan to join us. SEE YOU AT SESSION 1239

-contributed by Hazel Wetts
Seaver Library
University of Southern California

HELP PLEASE I HELP PLEASE I HELP PLEASE I HELP PLEASE I

If you have not responded to the survey which we ran in our Spring 1984 Newsletter, please respond to the enclosed "Selected Union List of Technical Papers, Government Reports, Standards/Specifications, and Patents" survey. At our June meeting in Salt Lake we distributed the cumulation of responses in draft form and received both encouragement and helpful comment. To date we have received 13 responses. If you want your institution to be represented in this valuable interlibrary loan and locating device, **please respond by October 15, 1984** sending completed questionnaire to:

Dorothy F. Byers
Engineering Library
880 Baldwin Hall ML18
University of Cincinnati
Cincinnati, OH 45221

NOTES ON FILLING OUT THE FORM

1. If you own the item, fill in inclusive dates of holdings and format (P = paper; M = microform). Where holdings are less than 75% of the series, indicate "INCOMPLETE."
Example:

AGARD Reports
1954-74 Incomplete
1975-

2. Please add any titles we may have missed which you hold OR titles you would like to access.

Name of Library _____

Contact Person _____

Address _____

Policies regarding lending/copying materials for others	Yes	No
Will send paper report	_____	_____
Will send microform report	_____	_____
Will send copy and send paper reports	_____	_____
Will copy and send microform reports in paper format	_____	_____
Will copy and send fiche in fiche format	_____	_____
Will deal directly with other ELD libraries	_____	_____
or		
Contact must be made through ILL office	_____	_____

Your per page charge for photoduplication _____

Your per page charge for microform copies in paper _____

Your charge for duplicating a microfiche _____

SELECTED UNION LIST OF TECHNICAL PAPERS,
GOVERNMENT REPORTS STANDARDS /SPECIFICATIONS, AND PATENTS

<u>Title</u>	<u>Holdings</u>	<u>Format</u>
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TECHNICAL REPORTS

AIAA Papers.

AGARD Reports.

ASME Papers.

ASTM Special Publications.

EPRI Reports.

HRB Reports. see TRB Reports.

IAEA Reports.

IEEE Conferences. (OOP plan)

SAE Papers.

SME Technical Papers.

SPE Papers.

RAND Reports.

TRB Reports.

Other:

GOVERNMENT PUBLICATIONS

AEC Reports. See DOE

Bureau of Mines Reports.

<u>Title</u>	<u>Holdings</u>	<u>Format</u>
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DOE Reports.

EPA Reports.

ERDA Reports. See DOE Reports.

Geological Survey Reports.

NACA Reports. See NASA Reports.

NASA Reports.

NBS Reports.

NRC reports.

NTIS Reports.

U.S. Government Documents

Other:

STANDARDS/SPECIFICATIONS

AASHTO Standards.

ACI Standards.

ANSI Standards.

API Standards.

ASHRAE Standards.

ASME boiler and pressure vessel codes.

<u>Title</u>	<u>Holdings</u>	<u>Format</u>
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British Standards.

DIN Standards.

Federal Standards and Specifications.

Japanese Standards.

IEEE Standards.

International Standards Organization.

NEMA Standards.

Military Standards and Specifications

UL Standards.

IMI Services.

VSMF Services

Other:

PATENTS

U.S. Patents

Foreign patents

ADDITIONS OR COMMENTS:

FEEDBACK FORM

For Issue #2: What experience have you had in offering a document delivery service to users of your library?

(continue on middle third of reverse side)

Rank your preference (1-5) for our next topic:

- Space Planning and Changes
- End user searching (plans and experience)
- Brief cataloging
- Table of contents service
- Free on-line searching

-----FOLD-----

STAMP

TO:

James M. Kyed
Massachusetts Institute of Technology
Barker Engineering Library
Room 10-500
Cambridge, Massachusetts 02139