

ASEE Engineering Libraries Division Extended Executive Committee Meeting  
17 June 2015 14:15  
Washington Convention Center, Room 208

**Present:** Julie Arendt (Accreditation & Standards); Craig Beard (Program Chair/Chair Elect); Amy Buhler (Development); Julie Cook (Web/1st Year Director); Lee Cummings (Newsletter); Mel DeSart (E-lists); Kevin Drees (Mentoring); Bernadette Ewen (Membership Directory); Kari Kozak (2nd Year Director); John Napp; Bruce Neville (Secretary/Treasurer); Anne Rauh (Division Chair); Megan Sapp-Nelson (Nominations); John Teleha; Alice Trussell (Awards); Amy Van Epps (Bylaws/Electronic Voting)

The meeting was called to order 14:20 by Anne Rauh

**Reconfirmation of Committee Chairs and Similar Positions.** Julie Arendt is the incoming Chair of Accreditation & Standards. The Archivist position remains empty. The archives are at UMass Dartmouth, where Zachary Painter is a new member. We do not know whether he is interested in the position. Anne will email to find out. Alice Trussell will continue as Chair of Awards, but will look toward training a successor. Bylaws is an ad hoc task force and does not have a specific term; Amy Van Epps will continue to lead that. Mel DeSart will continue as Editor of Electronic Lists. Bernadette Ewen will continue on as Editor of the Membership Directory. Kevin Drees will continue as Chair of the Mentorship Committee. Lee Cummings is taking over as Editor of the ELD Newsletter through 2017. He put out a call for members of the Editorial Board during the Business Meeting. Robyn Rosenberg has indicated that she will be the Chair of the Scholarly Communication Committee through 2017. Julie Cook will continue as Webmaster through 2017. Remaining committee chair terms expire in 2016. All Committee Chairs & Officers should plan on attending the EEC meeting when making travel plans.

#### **ANNOUNCEMENTS FROM THE EXECUTIVE COMMITTEE MEETING**

**1. Bass Accounts.** The Society has imposed a 30% administrative fee on incoming deposits to BASS accounts after 1 Oct. No funds now in the account will be touched. Bruce learned during the New Officer Orientation that the Operating Account cannot accept deposits, nor can they be used for travel expenses to annual conferences, so we cannot use those for accepting money from sponsors for conference expenses.

**2. PIC IV Meeting Updates.** All the PIC Chairs agreed that ASEE has communication issues.

**3. Mike White Running for PIC IV Chair.** We learned during the un-conference that ELD candidates in the past have been actively discouraged from running for PIC Chair, even though they met the nominal requirements. Mike White has expressed an interest and is still planning to run. Maura Borrego, our current PIC Chair is willing to mentor him. There is still time for him to get on the ballot. We await further developments.

**4. Registration Fees.** Megan received a communication from ASEE Conference Staff that they don't anticipate an increase in registration fees for next year. We learned officially that the reduced librarian registration rate was disapproved. The Society received 52 requests for the registration subsidy; 40 from ELD members. So far as we know, all ELD requests were funded.

#### **OLD BUSINESS**

**1. Task Force for Social Media/Communications.** Tabled.

**2. Name Change Proposal.** Tabled.

**3. Committees, Committee Descriptions, etc.** The major work has been completed by the Bylaws Committee. Tabled. Megan asked Committee Chairs to reconfirm member lists. Anne will send out reminder to Committee Chairs to update their member lists with the Webmaster.

## NEW BUSINESS

**1. Documentation Task Force.** Anne would like to establish a Documentation Task Force to collect all ELD policy and procedure manuals and other documentation into one place. Bruce indicated that this sounded like a Secretary sort of task and volunteered to lead it.

**2. Recruiting Task Force.** One of the big themes of the unconference was the difficulty of recruiting new people into engineering librarianship. Anne would like to establish a Recruiting Task Force and will attempt to write a charge. Doug McGee has agreed to chair.

**3. Awards.** Alice Trussell asked us to think about our awards. No nominations were received this year for the Bernhardt Award. We, particularly long-term members, need to take on responsibility for providing nominations. The Innovation Award also suffers from a lack of nominees. It has been awarded only once in 5 years. There was only one nominee this year, and it did not meet the criteria for the award. Journal articles do not compete well against monographs for the Best Publication Award. Do we need separate categories for the two? The EEC asked the Awards Committee to draft proposals for separate awards, which must be approved by Society Board.

**4. Visioning Task Force.** The Visioning Task Force will have its report to the Executive Committee within a month. The report will go to the Executive Committee first to prepare another tricider discussion by the general membership. *It was decided that members need to make travel plans and submit papers soon and that we cannot honor the feelings of the many members who could not attend the Seattle Conference without an extended discussion, so we will go to New Orleans as the Engineering Libraries Division of ASEE, perhaps as a hybrid meeting. The following notes are intended to record the discussion only and not a decision about the future of the Division, as none was made here.*

What the membership values about the organization. Priorities already identified from the visioning survey and the discussion at the unconference include: Mailing list; network in person; cost-effective and good value; venue for publication; mentoring for early career librarians; leverage mutually beneficial collaboration (e.g., TRAIL); vendor collaboration; sustainability; communication; schedule to avoid other library conferences (including ASEE).

If we separate from ASEE. Concerns already identified from the visioning survey and the discussion at the unconference include: Tax status; details of striking out on our own; credibility of any new organization; maintaining contact with faculty and administrators; continue to lobby for increased influence with ASEE; continued contact with tech vendors (e.g., 3-D printers).

Discussion concerning separation from ASEE. With regard to tech vendors, we could “stalk” the ASEE conference and get one-day passes (order of \$150). Yes, it has been confirmed that ASEE now does have day passes; they just don’t advertise them.

Should we have a discussion at ALA Mid-Winter? Perhaps. It’s one option.

Bruce learned during new officer training that the Board can dissolve a Division and that Divisions with fewer than 200 members can be subject to dissolution. This has implications if we separate and some members choose to stay with ASEE. If the membership drops significantly below 200, the Board may dissolve the Division. Bruce will send a scan of that page to the members of EEC.

We would not be able to take the Bernhardt Award with us. It belongs to ASEE. We could have a similar award with another name, but it can’t be the Bernhardt Award. What other things would we lose? The archive? The publications? Copyright of the Selective Guides to the Literature is clearly stated to belong to ASEE. They might look the other way if we posted them online and we were to stay with the Society, but they might care if we left.

Is there something in the EEC minutes on the matter? Where are the EEC minutes? The archives. If anyone knows of other things that might be constraints to separation (particularly anything that has to be approved by the ASEE Board), please send them to Megan for the Visioning Task Force.

## **CONFERENCE PLANNING**

### **1. Unconference**

The unconference was a huge success with all that attended. It allowed us to be flexible and discuss items that arose after the call for papers had expired. There was a unanimous affirmation of the concept for next year. There was also a feeling by many that they missed the CUEBALLS (early-bird social) events. It was suggested that because the Monday morning of the conference is generally blocked for Society-wide events, we could have an the unconference on Sunday and Monday mornings with time for CUEBALLS events on Sunday afternoon.

### **2. New Orleans Conference**

Craig Beard, Program Chair for the New Orleans Conference, took suggestions for programs for next year's conference.

**Minutes of the 2014 Extended Executive Committee meeting.** Minutes were accepted by email vote after the conference.

## **ACTION ITEMS:**

1. Anne Rauh to email Zachary Painter regarding interest in Archivist position. [Done, accepted.]
2. Anne Rauh to send out reminder to Committee Chairs to update member lists to Julie Cook. [Done.]
3. Anne Rauh to write charges for the Documentation and Recruiting Task Forces. [Done, accepted.]
4. Bruce Neville to send ASEE rules for dissolution of Divisions to EEC. [Done.]
5. All please send any constraints on separating to Megan.

The meeting was adjourned at 16:00h.

Respectfully submitted,  
Bruce Neville  
Secretary/Treasurer