ELD Extended Executive Committee Meeting

Location: 318 Baltimore Convention Center

Thursday, June 28, 2023

Present: Daniela Solomon (Past Division Chair), Marina Zhang (Director), Denice Lewis (Director), Mel DeSart (Scholarly Communications & Listservs), Erin Rowley (Awards), Lisa Ngo (Division Chair), Chelsea Leachman (Program Chair), Denise Wetzel (Communications), Sarah Lester (Diversity, Equity, and Inclusion), Paula Johnson (Membership Directory), Sarah Over (Publications), Jay McAllister (Accreditation and Standards), Kevin Drees (Professional Development), Amy Van Epps, Kari Kozak

Lisa Ngo called the meeting order at 3:20 p.m.

APPROVAL OF THE 2022 EEC MEETING MINUTES

The EEC approved the 2022 extended executive committee meeting minutes with the change to Denise Lewis's name; see https://sites.asee.org/eld/wp-content/uploads/sites/7/2023/06/EEC-Meeting-Minutes-June-2022.pdf

NEW BUSINESS/UPDATES

Mid-year online events proposal

Kari Kozak and Amy Van Epps have a proposal for a mid-year event tentatively for a few days during February 2024. The proposal of a February event would be at the beginning of semesters or quarters and before spring breaks. The mid-year event would be at no additional cost. This event would be an additional benefit of being a member of ELD. It would also be an opportunity to share programs and projects for librarians that don't need to be published for promotion.

The event would be hosted on the ELD page, with presentations hosted on the OSF. EEC will vote by August 1 after email discussions after the conference.

Committee memberships

      i.   Committees haven't put a call out yet for new members
     ii.   Committees can put calls out for new members to help new ELD members join
   iii.   If committees need members to send out a call again

DEI/Diversity scholarship

The development, awards, and DEI committees have been discussing the criteria for an award/stipend to help new members come to the ASEE annual conference—the possibility to seek out sponsorship from a new vendor for the scholarship, ongoing conversation with the development committee.

COMMITTEE REPORTS

Accreditation and Standards, Jay McAllister (Chair) - No updates beyond the May newsletter

Archives, Zac Painter (Chair) - No updates beyond the May newsletter

Awards, Slyvia Jones (Chair) - Slyvia Jones is the new awards committee chair as Erin Rowley has stepped down. The awards committee has a new, early career award as of the 2023 conference. Awards are announced via the May newsletter, or awardees were contacted before the conference. The best conference poster, paper, and DEI paper are currently not told before the ELD business meeting. The awards committee will be changing the notification schedule for the 2024 conference to inform awardees before the business meeting. Some awardees at the 2023 conference were unsure that they should attend the business meeting and were not there to receive their award. The annual business meeting is scheduled for after the poster session is optimum.

Communications, Denis Wetzel (Chair) - Will be sending out deadline dates for the ELD newsletter. Communications did much better at getting the newsletter out on time this past year. There is a new Google email address to send newsletter content: communicationseld@gmail.com.

 Three members rolled off of the committee, but three members are joining the committee. Eric Schares is helping with social media. Ideas for newsletter ideas this next year include a conference 101 for new conference attendees in May and ELD profiles throughout the year.

Development, Michelle Spence (Chair) - Reminder for next year to work with vendors to get signage at events to list the vendor and the division name. Going to work this next year to get funds in earlier for the 2024 conference. The development committee will work towards getting direct pay for the annual banquet.

Future conferences might look at extending sponsor lightning talks if the program allows.

The lowest stipend from ELD is $750, which does not cover conference registration; development will ask sponsors to increase the amount for next year. Additionally, the committee is working on getting the word out about stipends in the future. Possible change in language so that people can apply and receive stipends multiple years in a row.

Diversity, Equity, and Inclusion, Sarah Lester (Chair) -DEI has added three new members, possibly two more. We're planning to organize some virtual workshops using content from CDEI.

Electronic Discussion Lists, Mel DeSart - No update

Electronic Voting Administrator (not present) - No updates beyond the May newsletter.

Membership - (no members attending, update via email) - We routinely welcome new members of the ELD and solicit their biographies for the ELD newsletter. We reach out to prospective members and send invitations to new subscribers to the public ELD listserv. Also, we send reminders to those whose membership has lapsed. We do the above recruitment-related activities each month. The number of ELD members has increased in recent three years: 2021 had 211 ELD members, 2022 had 213 ELD members, and 2023 had 227 ELD members.

Two committee members have retired, so we are looking for one (perhaps two) new members.

Membership Directory, Paula Johnson (Chair) - Between July 1 the end of June 2023: Issued five directories. Comment during the conference: more bio information in the directory, add a link to personal pages. Joining dates are incomplete for a range of members.

Nominating -Committee members are set, and names of possible people

Professional Development, Kevin Drees (Chair) -No update

Publications, Sarah Over (Chair) - ASEE and Nemo will focus on user testing for next year's paper submissions. If you find any bugs while using the system, email Sarah at sover05@vt.edu

Scholarly Communications, Mel Desart (Chair) - Erica Newsome is a new member, and Zac Painter is rolling off the committee. Cari Kaurloto is going to join.

Web - (no members attending, update via email) -From January to June 2023, the ELD Web Committee accomplished the following:

- Maintained the ELD website, updated ASEE ELD Annual Conference information on the website, and updated information for other ELD committees as requested.
- Created a webpage for ELD secretary and Chair candidates.
- Contributed to the development of the ELD-OSF (Open Science Framework) Operational Documentation Guideline.

- Established a page for each ELD committee on the ELD-OSF website.

2023 ASEE ANNUAL CONFERENCE FEEDBACK

Some of the positives of this year's conference were that all the sections were in the same area with little travel between locations, more member attendance, WIFI, and good social events.

Feedback for changes for future conferences includes communication regarding the business meeting being open to all members. welcoming, more lightning talks, bigger rooms for technical sessions, and connecting with ASEE on technical set-ups in rooms.

2024 ASEE ANNUAL CONFERENCE PLANNING

The 2024 ASEE Annual Conference will be held June 22-25 in Portland, Oregon. The following list is the Conference Planning Committee for 2024: Chelsea Leachman, Amy Van Epps, Michelle Spence, Denice Lewis, Margaret Phillips, Kristin Whitman, Marina Zhang, Jay McAllister, Shelby Hallman, Denise Wetzel.

The committee will send out a post-annual conference survey, and a call for papers will be available in the next newsletter or as soon as ASEE releases the calls.

GENERAL ANNOUNCEMENTS

ELD OSF page use and future information to pass along, future EEC meeting on OSF usage

Additions to EEC email list - Add Margaret Phillips, Denise Lewis, Sylvia Jones, and Nester Osorio

Meeting adjourned: 4:41 pm.