

Engineering Libraries Division
2024 Annual Business Meeting
Tuesday, June 25, 2024, 9:15 - 10:45 A.M. (EST)
Location: Ballroom 202 Oregon Convention Center

Lisa Ngo called the meeting to order at 9:25 AM

Report from PIC I Chair, Elliot Douglas Conference Report

- 5 PICs, 10-12 Divisions per PIC. Serves as liaison between ELD and Board of Directors
- Conference attendance for the 2024 conference is approximately 4,000 attendees with roughly 1900 papers.

Updates from the Board Meeting

- Working on the next strategic plan (the last one sunsetted in December 2023).
- Draft set of priorities: looking at member services to improve member experience, increased membership, financial security.
- Will vote to adopt tomorrow at the Board meeting.
- Currently around 9,000 members (8,783). We gain just under 200 members per month, but we also lose the same number. So why are people not renewing? What can be done to keep them?
- Two new member grades: Senior Member, and Distinguished Member (set of metrics for each). You would self-nominate and self-attest that you meet the requirements. No change in services or membership dues, but there would be small perks.

Finance Report

- Lot of work to decrease costs and increase revenue.
- Had 55 staff, down to 35 staff due to layoffs and attrition. Worked very hard to ensure there was no change in service. A testament to the hard work of the ASEE staff.
- Reduced ASEE rent by 1/3 by working with the landlord. They are moving to a smaller space in the same building this summer which will cut rent in half again.
- The big unknown is financial audits. Currently playing catch up. Completed two audits this year and expected to be caught up by December 2025.
- We will owe the federal government, but we don't know yet what that amount is.
- Future Committee formed in the wake of what happened, made a number of changes to constitution, bylaws, and financial policies. Recently approved these changes. This was done for better oversight and management. The Board now has access to accounts, where they didn't previously, and they are checking regularly.
- BASS Accounts update: not frozen, the money is gone. They were co-mingled with Operational Accounts so when that was spent, the BASS Account was spent.
 - This issue has been fixed for going forward.
 - In terms of payback, the uncertainty is what is owed to the federal government. Once that is done, there will be a plan on how to pay back the BASS accounts.
 - Division Treasurers should be getting quarterly updates and will know how much money is owed back.

Other Updates:

- Did not hear about any issues with the Nemo system this year.
- Divisions are welcome to fundraise.
- COI Policy – papers submitted by program chairs are now handled by PIC Chair.
- Distinguished Lectures – each division can have one Distinguished Lecture (there were 7 in 2024; ELD did not have one, but we urged to consider it)
- Provided dates for paper deadlines for the 2025 conference. Dates will be earlier to help with cash flow.
- Provided information for the Division Chair on officer updates. We were asked to provide information on new officers by July 1.

Best Papers Report

- Chemical Engineering Division won Best PIC I Paper in 2024.
- First Year Program Division won Best ASEE Conference Paper in 2024.

ELD Feedback to PIC Chair:

- Clarification question about the increase in dues. That will still take place. They did a benchmarking study against other organizations, and we are quite low in comparison.
- Question about lower registration fees for librarians. The board is aware of the request, but some work would need to be in the system to make that happen. Asked about lowering registration for everyone. That has not been discussed by the Board.
- Question about the very early registration date. Was that to help with cash flow? Yes.
- Question about discounts for presenters. That is not something ASEE can do at this time.
- Question about membership dues if a sliding scale has ever been looked at (in terms of salaries). Interesting idea but has not been considered. Some other ideas have been floating around to help with cost, but they are just ideas at this point.
- Question: were the BASS accounts earning interest? Will we be repaid for interest? No, accounts were not earning interest. There used to be a tax (30%) on BASS accounts
- Question: has any consideration been given to running the numbers if they lowered the registration costs and more people came, would that help with cash flow?
 - Follow up – could they do a survey? Could they experiment with lowering registration even more for early registration?
 - That is not something that can be done now.
- We can be siloed as the ELD group. Wanted to hear more about the potential for joint sessions between divisions. Potential for regular meetings of Program Chairs for PIC I to determine cross-cutting topics. Some of the topics offered by ELD members are covered by divisions in other PICs, but we can work on that.

AGENDA

Approval of Minutes of the 2023 Business Meeting

- Minutes of the 2023 Business Meeting were published in the September 2023 Division newsletter. Erin Rowley voted to approve, and the move was seconded by Kari Kozak. The minutes were approved.

Division Chair Report, Lisa Ngo

- Very happy to announce Chelsea will be Division Chair next year. She has been amazing as Program Chair this year.
- If interested in Secretary/Treasurer or Director for next year, please see Lisa.
- A few committees are also looking for new members. If interested, reach out to or find the committee chair for more information.

Program Chair Report, Chelsea Leachman

- Have about 90-100 ELD attendees.
- Total of 36 papers this year. Thank you to all the reviewers! A great way to be involved is to be a reviewer; please contact the Publications Committee if you are interested.
- Margaret Phillips is the incoming Program Chair and will be sending a survey following this conference so please provide feedback.
- Thank you to the planning committee!

Secretary/Treasurer's Report, Margaret Phillips (absent)

- No update. See May newsletter for last report

Committee Report Updates

- Accreditation and Standards, Jay McAllister -Working on creating an outline on AI instruction for engineering students.
- Archives, Zach Painter - No update
- Awards, Sylvia Jones – The open position on the committee has been filled. Will be looking at award criteria going forward to provide additional clarity. See also below for award announcements.
- Communications, Denise Wetzel – Did 4 newsletters this year – thank you to everyone who contributed. This was Denise's last newsletter as she was elected Director. Jentry Campbell and Sarah Barbrow are taking over for the next two years.
- Development, Michelle Spence – Not present. Per Mel, no update.
- Diversity, Equity, and Inclusion, Sarah Lester – DEI Committee working on member survey coming out later this summer, early fall. Looking to understand what work members want us to do. The committee also selects the Best DEI Conference Paper – all papers are considered. Then sent up to best PIC DEI Conference Paper.
- Electronic Discussion Lists, Mel DeSart - No update beyond May newsletter. ELD runs two email lists. ELD-L (everyone joins when they join the Division). There is also ELDNET-L. About 40 ELD members are not subscribed so they may want to consider subscribing.
- Electronic Voting Administrator, Eric Schares - No update beyond May newsletter.
- Membership, Li Zhang - 240 members in 2024
- Membership Directory, Paula Johnson – Not present. Assuming no update.
- Professional Development, Kevin Drees – No updates.
- Publications, Sarah Over & Willie Baer - Thanks to reviewers, there were many papers this year. Didn't hear any complaints about Nemo this year. Please contact Sarah or Willie if interested in reviewing.

- Scholarly Communications, Mel DeSart - No update beyond May newsletter. OA policies of 25 publishers and societies will be updated by the group in November. Will cover AI now as well.
- Webmaster, Yuening Zhang - Maintained ELD website with conference information and committee updates/changes. Updated with candidate information for elections in March. Added ELD 2023 conference information on OSF.

ELD Mid-Year Event – “ELD: The Gathering,” Kari Kozak & Shelby Hallman

- Started two years ago when someone anonymously suggested a roundtable event
- Amy VanEpps and Kari moved forward with planning the event. Shelby joined as co-chair
- Two-day event held in mid-February virtually. Lightning talks and round tables. Fun events like scavenger hunts and trivia. Speed networking.
- 128 registrants. 49% were newer ELDs (<5 years)
- The theme was “The Gathering” based on Magic: The Gathering. Eric Prosser designed some really cool cards!
- The planning group met weekly from November to early February.
- Thank you to the committee: Mel DeSart, Jill Lagerstrom, Ashley McNeill, Elizabeth Novosel, Eric Prosser, and Sarah Weiss
- Trivia winner: Roman Koshykar; Scavenger hunt winner: Laura Mosher
- See update in March 2024 newsletter for additional information.

New business, Lisa Ngo

- Working with Bernadette Ewen, Sarah Lester, and Sylvia Jones on a DEI travel grant
- Very close to finalizing things – will provide more information soon.
- Travel funding would be for 2025 conference.

Annual Membership Recognition

- Long-term Member Recognitions, Membership Committee
 - Mel DeSart, 35 years
 - Christina Byrne, 30 years
 - Carol Salomon, 30 years
 - Deborah Helman, 25 years
 - John Teleha, 25 years
 - Linette Koren, 20 years
 - Debbie Morrow, 15 years
 - Christina Spence, 15 years
 - Julie Arendt, 10 years
 - Randall Halverson, 10 years
 - Chelsea Leachman, 10 years
 - Zachary Painter, 10 years

Awards Presentation and Recognitions

- Awards Presentations, Sylvia Jones, Awards Committee Chair

- Best Poster Award 2024 – Kari Kozak & James Cox, University of Iowa (*Developing a User Experience Study*)
- Innovation in Access to Engineering Information Award – *Teaching & Collecting Technical Standards* book, Chelsea Leachman (Washington State University), Erin Rowley (University at Buffalo), Margaret Phillips (Purdue University), & Daniela Solomon (Case Western University)
- ELD Early Career Award - J. Denice Lewis, Wake Forest University
- Best DEI Conference Paper (presented by Sarah Lester) – Jeannette Muller Alexander (*Tracking Indigenous Techniques Using Article Indexing and Classification—Research in Progress*)
- ELD Best Publication – Eric Schares, Iowa State University, *Impact of the 2022 OSTP Memo: A Bibliometric Analysis*
- Homer I. Bernhardt Distinguished Service Award 2024 - Bruce Neville, formerly of Texas A&M
- Travel Stipends, Bernadette Ewen, Stipend Coordinator
 - Thank you to our travel stipend sponsors for their generosity and support: Elsevier, McGraw-Hill, SPIE, IET, IEEE, and ASTM. Over \$16,000 in support!
 - 12 stipend award winners this year. The 2024 stipend award winners are: Elizabeth Dawson, Kristine Duncan, Chasz Griego, Yuqi He, Heather Howard, Sylvia Jones, Haoyong Lan, Zoeanna Mayhook, Paul McMonigle, Lisa Ngo, Elizabeth Novosel, and Denise A. Wetzel.
- McGraw-Hill sponsors the 2024 ASEE Annual random drawing, with two winners and three alternates. 54 people signed up (53 ultimately eligible). The winners were Sarah Lester and Sarah Kern. Alternates are Chelsea Leachman, Denise Wetzel, and Julia Gelfand.

Announcements

- No announcements.

Close of meeting. John Teleha motioned. Kari Kozak seconded. Ended at 10:47 am.