

ELD EEC Meeting Agenda

Wednesday, June 25, 2025

11:30AM – 1:00PM

Westin Montréal - McGill

Meeting called to order at 11:31 a.m.

Executive Committee Members Attending: Margaret Philips, Erin Rowley, J. Denise Lewis, Denise Wetzel, Eric Prosser, Willie Baer, Sarah Barbrow, Aja Bettencourt-McCarthy, Jentry Campbell, Mel DeSart, Kevin Drees, Matthew Frenkel, Aditi Gupta, Shelby Hallman, Sylvia Jones, Kari Kozak, Chelsea Leachman, Zachary Painter, Michelle Spence, Seth Vuletich

General Members Attending: Michael Massaro

Approval of [2024 Extended Executive Committee Meeting Minutes](#). Motion to approve by Kari Kozak and seconded by Willie Baer.

New Business/Updates

- Membership Directory (Chelsea Leachman for Ashley McGuire)
 - Suggest adding the ability to include information on rank or tenure status, on a volunteer basis, to the directory. Many of our titles at universities don't reflect our status as faculty or rank. The idea is that librarians going through the promotion or tenure process would be able to identify possible reviewers more easily. The recommendation was brought to the EEC for approval. Several individuals agreed with the idea and the Membership Committee will move forward with the recommendation.
- Discuss changing the Early Career Award to a named award, after deceased member Christine Drew (Sylvia Jones - Awards Committee)
 - Christine passed away in 2013, had been very active in the affairs of the division, and had been seen as a rising star.
 - Discussion was started on this topic in 2023 when John Teleha put forth a proposal to the Awards committee that was supported by Mel DeSart; the proposal was tabled at that time (nothing was done) and it was brought up again in 2024. In 2024, the Awards committee decided to pursue it.
 - Christine's family supports the proposal
 - Is this something EEC supports pursuing?
 - If so, several actions need to be taken and we need to identify who should take them. Currently, the amount of money that would need to be raised for the award is unknown. There is some information online and things have changed over time. The Bernhard Award was established a while ago and wasn't originally sponsored. It's been around 15 years since the inception of the monetary addition to the award. Additional investigation will be needed. If it is indeed a requirement to have a sponsor for a named award, it raises additional

questions with regards to what would be needed to support and sustain the award. No concerns were raised regarding continuing the efforts. The consensus was to continue the fact-finding mission.

- Communicate with ASEE regarding their [award policies and procedures](#) - Chelsea Leachman had some initial conversations with ASEE (Sylvie Nguyen-Fawley) to gather information. Sylvie indicated that if an award is to be named after someone, an endowment/sponsorship is needed. If sponsorship is required, what happens if we get an external sponsor and then we lose their sponsorship? Can we no longer give out the award until a new sponsor is secured? Is a new proposal to ASEE needed to change an existing award to a named award?
 - If sponsorship is required, the Development Committee will need to be involved to see if a sponsor can be secured.
 - Additionally, the ELD bylaws would need to be amended to add this named award, since the Bernhardt award is specified in Article XI and this award doesn't fit into Section 2, especially if it will have a monetary component.
- Discuss changing the timing of the ELD Newsletters (Sarah Barbrow and Jentry Campbell - Communications Committee)
 - For the newsletter that goes out before the conference, it requires an annual report from every committee chair. In addition to that, the current cycle is September, December, March, and May. Can we continue to publish the May newsletter as later as possible in May? The committee's process is to reach out to the chairs April 1st for the May newsletters. The text is initially put into Google Docs. Once the text is finalized, the content is placed into Canva and reviewed. In the past few years, the booth numbers have been specified by the Development Committee and there is always a change/mistake made due to last minute changes by ASEE or vendors. NOTE: The by-laws don't explicitly state what the schedule should be for the newsletter. Consensus was that the May newsletter needs to be put out before June 1st.

Committee Updates

- Accreditation and Standards (Matthew Frenkel)
 - No updates.
- Archives (Zac Painter)
 - No updates.
- Awards (Sylvia Jones)
 - Two members will be retiring and we will need 2 more members.
- Communications (Jentry Campbell & Sarah Barbrow)
 - No updates.
- Development (Michelle Spence)

- The committee may have some membership changes. We may or may not need new members. Michelle is looking for someone to shadow to take over the chair position for the committee. We lost a number of sponsors this year and will be seeking new sponsors.
- Diversity, Equity, and Inclusion (Seth Vuletich)
 - The committee has had changes to membership. Sarah has stepped down as chair and Seth has moved into the position of chair. The timing was changed for the division nomination of the DEI Best Paper. The deadline was initially moved to February this year after the first draft was submitted. The deadline was moved after several concerns were raised. The paper deadlines were moved earlier this year and were not flexible. There were only two weeks to review for reviewers. Decisions had to be made about food and other items earlier as well.
- Electronic Discussion Lists (Mel DeSart)
 - No updates.
- Electronic Voting Administrator (Eric Shares, not present)
 - No updates.
- Membership (Aja Bettencourt-McCarthy)
 - update given during the business meeting. We are doing well with membership numbers as a whole. The Membership Committee is seeking new members. Erin raised the question of contact SLA membership to see if they wanted to join ASEE/ELD. There is a proposal for SLA to merge with another association e.g., ASSIST. Some groups don't fit the ASSIST special interest group (SIG) model. There will be a vote for both SLA and ASSIST members to approve. There is a standards session each year at SLA where the standards vendors come to present. There is an ASEE mid-year conference CIE, Conference for Industry and Education partnerships. It would be worth reaching out closer to the vote.
- Membership Directory (Ashley S. McGuire)
 - See above.
- Mid-year Event Planning Committee (Kari Kozak & Shelby Hallman)
 - We did get interest in individuals joining the committee. We have one member rolling off and had numerous people interested in joining the committee. The question was raised regarding the process for adding committee members. The by-laws do not restrict the number of committee members nor specifies a specific process be used. The idea was raised to have a single form that individuals could use to specify interest in volunteering for a committee.
- Professional Development (Kevin Drees)
 - One of the members is retiring July 1st and we will be looking for a new member. The committee is looking at having a webinar the 4th Friday of each month at 1 p.m. Central starting in July. We will be soliciting interest from individuals who would like to present on professional development topics.
- Publications (Aditi Gupta and Willie Bauer)

- We are awaiting the new schedule for papers. We have a couple of people express interest in being reviewers. If there are any extra people who want to volunteer, the Publications Committee would appreciate their assistance.
- Scholarly Communications (Mel DeSart)
 - Erica Newcome from Miami will come on as co-chair. We are losing Paula Johnson to retirement and will be losing another new member due to staffing constraints. As a result, the Scholarly Communications will be looking for new members.
- Web (Yuening Zhang, not present)
 - No updates.

Representative updates

- Interdivisional Town Hall (Division Chair - Chelsea Leachman)
 - I would encourage people to go to these in future years. It was a good conversation across the board. (Get the specific from Chelsea) ABET has created a task force.
- Commission on Diversity, Equity, and Inclusion (CDEI) (Denice Lewis)
- CP12 (Ashley McGuire) get update from Ashley as the meeting was occurring at the same time

2025 Conference – Positives, Considerations for Future Years (Margaret Phillips)

- ELD Banquet. Since we didn't have the sponsorship from Elsevier this year and may not have that sponsorship, different ideas were mentioned for the banquet. In the banquet's inception, members purchased tickets for the banquet and a sponsor paid for drinks before the banquet. Different ideas were mentioned for the banquet e.g., a casual event, dine arounds, etc. The reality is that costs are going up and sponsorship is dwindling. Most divisions are charging something for receptions/dinners. (Matthew sat next to Denise to her left) If we do go for an informal event, the recommendation was made to add when the remarks would occur. We could also do what we've done this year e.g. Taste of the Town on Sunday, IEEE reception on Monday, and SPIE welcome on Tuesday.
- The pre-session on Zoom on what to expect at the conference was an excellent idea. It was helpful to introduce new members to what to expect at the conference. The presentation at mid-year that explained the officer track was appreciated as well.
- We will be sending a survey to membership regarding their experience at the conference.
- It went well as the ELD events were in close proximity to one another. The conference felt shorter this year because there wasn't a technical session on Wednesday. A number of people last night did have questions regarding the banquet and why it didn't happen. The information was put in the newsletter.
- The heat at the IEEE event for the outside part was stifling. If we can get both events inside as well as labeling on the food for allergens.

- The technical sessions were placed on Monday and Tuesday in order to do the tours at the Canadian libraries Wednesday afternoon without a conflicting event on the agenda.
- Are we required to call it a business meeting or can we call it something else to get more people to attend? The idea was tossed around to provide additional information in the description.

2026 Conference Planning (Erin Rowley)

- Erin will be contacting the individuals who expressed interest in the 2026 Charlotte conference committee. (Get the list of individuals from Erin).

General Announcements

- None

Eric Prosser moved to adjourn. Seconded by Denise Wetzel at 12:53 p.m. ET.