

Engineering Libraries

Division Newsletter



American Society for Engineering Education

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Message From The Chair

Welcome back to a new academic year! It's hard to believe that the Toronto Conference is (almost) two months in the past. Also, that the "crazy, hazy, lazy days of summer . . ." are over, too - at least for most of you (in Arizona the summer lasts well into October) - and we will be thinking about preparing for another successful ASEE Conference in New Orleans.

But first things first. We owe a big thank you to the officers and committee members of our Division who served in the past year. Kudos to **Dorothy Byers** for her leadership and counsel as Chair, to **Jay Waddell** who served last year as Secretary Treasurer, to Immediate Past Chair **Jim Fries**, Directors **Charlotte Erdmann** and **Billie Joy Reinhart** and Archivist **Don Richardson**.

Also, serving on the Accreditation Committee was **Karen Andrews** as Chair and members **Russ Powell** and **Jay Waddell**. The new Awards Committee was composed of **Ann Montgomery Smith**, Chair, with **Ray Bohling** and **Paige Gibbs**. This year the committee awarded the first Homer Bernhardt Award to **Kathy Jackson** for her dedicated and valuable service to the Engineering Libraries Division. Congratulations, **Kathy!**

Thanks to the Membership Committee with **Glee Willis** as Chair and **Steve Gass**, member, and to the Nominating Committee **Jim Fries**, Chair, **Karen Andrews** and **Ray Bohling**. And thanks also to **Tom Conkling**, Chair, and **Bob Schwarzwald**, member, of the Publications Subcommittee; and to **Kathy Jackson**, Chair and Editor of the Publications Subcommittee on Literature Guides with **Ray Bohling**, **Katie Clark**, **Charlotte Erdmann**, **Rosemary Loomis**, **Nestor Osorio**, **Billie Joy Reinhart** and **Bob Schwarzwald**. Thanks to the Chair and Editor of the Publications Subcommittee on the Membership Directory, **Linda Musser**; to **Hugh Franklin**, Newsletter Editor; to **Jim Ruffner**, Chair and **Linda Musser**, member, of the Subcommittee on the Union List of Tech Reports, Standards and Patents in Engineering Libraries; and to

Steve Gass, Chair of the Standards Committee, with members **Camille Clark**, **Christy Hightower**, **Martha Lyle** and **John Saylor**.

Further, our thanks go again to **Steve Gass**, who organized and moderated three very successful and interesting ELD session at the Toronto Conference, to **Cecelia Mullen** who chaired the Open Forum Library Update, to **Charlotte Erdmann** for organizing and moderating a very interesting joint session with the Materials Division, to **Dorothy Byers** and **Elaine Granatstein** who brought us a very interesting dinner speaker and to **Billie Joy Reinhart**, for a well selected and interesting poster session.

Last but not least, we extend our special gratitude to **Elaine Granatstein** and her team from the University of Toronto Engineering Library for their warm hospitality, interesting tour of their fine library and all their useful information and advice. And to all our Canadian colleagues who worked so hard to make this conference a real winner. And of course, without all of you who attended this year and gave your support, the conference could not have taken place. For a variety of reasons, not all of our members could attend this year's conference. But we are still grateful for your membership and support of the Engineering Libraries Division. We missed you and hope

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we will see you next year in New Orleans.

At the Toronto Conference we nominated and elected a number of new officers. The complete list of new ASEE ELD officers and committees for 1990-1991 is presented elsewhere in this newsletter.

We will have a number of new committee members and it looks like they, along with the current committee members, will be quite busy this year.

This year for the first time our conference papers will have to be refereed if they are to be published in the ASEE Conference Proceedings. There was also an extensive discussion of the Standards Committee charges and you will be hearing more from that committee about the new developments.

Preparations are already underway for the ASEE Centennial meeting in 1993 at the University of Illinois, Urbana-Champaign. Our ELD Centennial volunteers are **Charlotte Erdmann**, Chair, **Don Richardson** and **Dorothy Byers**.

Do not hesitate to contact me or any officer or committee member if you have ideas, suggestions, concerns, etc. Most importantly, send contributions to **Christy Hightower** for the newsletter. I hope you will have a great and successful academic year.

-- **Vladimir T. Borovansky**, Daniel E. Noble Science & Engineering Library, Arizona State University

Welcome to the ELD Division Newsletter

With this issue, the ELD Newsletter takes on a new look...it has gone Macintosh! The new masthead was designed using Quark (my thanks to **Teri Brazell** of the UCSD Libraries Graphics department for her invaluable help with the masthead), while the body of the newsletter is being produced using Microsoft Word on a Macintosh IIci.

This year I hope everyone will send in enough news to have a regular column called "**People & Places**." Another recurring column starting in December will be one with tips on enjoying the food, music and neighborhoods of New Orleans (site of the 1991 Annual Conference) by **Bob Schwarzwald**, a native of that city. Comments and suggestions for other columns will be welcomed.

Newsletter Schedule

Please send me contributions for the newsletter **whenever** you run across **news about appropriate people or places**, or you have a **question** that members might be able to answer, or you have a **committee report** to bring to the member's attention. You don't have to wait for the submission deadlines!

Submission Deadline Issue Published

November	21, 1990	December	1990
February	15, 1991	March	1991
April	24, 1991	May	1991

-- **Christy Hightower**, Newsletter Editor

Master Directory of Earth and Space Science Data

Nasa's Master Directory (MD) is a multidisciplinary directory to earth and space science data sets. Access to the file is free. Data can be searched by a variety of criteria, including keywords, geographic location, parameters measured and methods of study. A very useful feature of the system is the ability to automatically logon to data files relevant to selected directory entries through the LINK command. Although the Master Directory is somewhat cumbersome and its scope is limited, it may be useful to Engineering Librarians dealing with aerospace, climatological or remote sensing applications. In addition, the Master Index demonstrates a multi-database structure that will become more common in the next several years.

To sign on to the system:

INTERNET: TELNET 128.183.10.4
USERNAME: NSSDC

DIAL-IN: Dial 301-286-9000
Enter several carriage returns
"ENTER NUMBER:" MD
Enter several carriage returns after
system responds
"USERNAME:" NSSDC

Information for dial-in users: 300, 1200 or 2400 baud; full duplex, eight bits, no parity, one stop bit.

For more information or documentation, contact **Bob Schwarzwald** USERGEBF@UM.CC.UMICH.EDU or USERGEBF@UMICHUM.BITNET or (313) 764-7494.

Homer I. Bernhardt Distinguished Service Award

You are invited to nominate a candidate for the ELD Homer I. Bernhardt Distinguished Service Award to be conferred at the annual 1991 conference in New Orleans, LA.

The award, which consists of a plaque, will recognize work which contributes to the advancement and development of excellence in engineering libraries.

Any ASEE member may nominate a candidate. The candidate need not be a member of ASEE or the Division but must agree to be present at the PIC IV awards luncheon at the Annual Conference (except for emergency conditions).

Nominations should be sent no later than **January 15, 1991** to:

ASEE/ELD Awards Committee
Ann Montgomery Smith, Chair
Alumni Library
Wentworth Institute of Technology
550 Huntington Avenue
Boston, MA 02115
(617) 442-9010 x359

The procedure for nomination is given on the nomination form on the last page of this newsletter. Both a **statement of nomination and a citation are required for consideration.**

Membership Update

I counted ten new attendees at the Open Forum in Toronto who are not listed in the 1989 ELD Membership Directory, including: **Larry Clemens** (Naval Academy), **Katie Clark** (Texas A&M), **Kate Herzog** (SUNY Buffalo), **Mona Mosier** (U of Florida), **Orlon Pozo** (NC State), **Nancy Schiller** (SUNY Buffalo), **Hanna Waluzyniec** (McGill), **Liz Watson** (U of Calgary), **Ed Wladas** (Santa Clara U), and **David Zaehringer** (Webb Institute of Naval Architecture). We hope you all enjoyed the 1990 conference. My apologies to anyone I've overlooked. Since only one of you joined ELD in response to the 89-90 membership committee's recruitment mass mailing, this must mean that the old-timer ELDers are doing a great job of recruiting via word-of-mouth. Keep up the good work!!!

If you are having ANY problems at all with your ASEE membership, please notify me so that I can personally harass the membership staff at ASEE headquarters. I have a long list of matters to discuss with them in October, when they've pledged to begin providing better service due to the completion of the installation of their new membership database management system, but I contact them immediately regarding problems with any individual ELD member's membership. I'm not holding my breath that headquarter's service will magically improve, but I am crossing my fingers.

The members of the 1990/91 ELD Membership Committee are: **Cecilia Mullen**, **Orlon Pozo**, and **Glee Willis** (chair). We welcome your feedback on any and all membership and hospitality matters.

-- **Glee Willis** WILLIS@UNSVAX.BITNET or
WILLIS@UNSVAX.NEVADA.EDU or (702) 784-6827.

People & Places

Hopefully, this will become a regular column in the newsletter. A place to report the activities of our members or their libraries: who has a new online catalog, who published a paper of interest to our members, etc. But it only works if you send in the news!--C.H.

Hazel Wetts sends her regards to everyone. She missed the conference in Toronto because she was undergoing surgery, but she is now back home and doing well, and is expected to make a complete recovery.

Congratulations to **Charlotte A. Erdmann** for her article *Improving the Information-Gathering Skills of Engineering Students* and to **D.S. Ingram** and **J.D. McCoy** for their article *Engineering Students and the Library: Teaching the Technology of Library Research*, both of which appeared in the May/June 1990 issue of *Engineering Education*. These library oriented articles made the cover of that issue, helping to bring library services and resources to the attention of engineering educators.

Another relevant article for ELD members is the "Tip Sheet for Involvement in Non-Library Associations" on page 632 of the July/Aug 1990 issue of *C&RL News* (vol 51, no 7). Fifteen tips for librarians are given, many of which ELD members are already doing. Take a look at the list, and let's think about what else we might do.

News from **SUNY Buffalo**: BISON (their NOTIS system) went live to their library users on 20 August. ETA for network access is later in the Fall. They are bringing up the 5 Wilson databases in January, and a document delivery service (on a cost-recovery-basis) is in the works.

Officers & Committees 1990 -1991

Chair

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Secretary/Treasurer

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Please let me know if there are errors or omissions in this list. -- CH

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Membership Directory; Newsletter

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Co-Editor: Linda R. Musser

ENGINEERING LIBRARIES DIVISION Minutes of the Annual Business Meeting June 26, 1990

The meeting was called to order at 4:30 PM by Chairperson **Dorothy Byers**.

ASEE Centennial Celebration.

This topic was taken out of agenda order by the Chairperson so as to introduce two visitors to the Engineering Libraries Division: **Drs. Bruce Seely** and **Terry Reynolds** of the Dept. of Social Sciences at Michigan Technological University, Houghton, MI, 49931, USA. **Dorothy** indicated that the ASEE Centennial Celebration would be held at the University of Illinois at the Champaign-Urbana campus in 1993. She also said that ELD's assistance would be sought to provide committee support for publication activities related to the Centennial. **Drs. Seely** and **Reynolds** were introduced in their capacities as authors compiling a history of the ASEE. **Dr. Seely** is Chair of the ASEE's History and Productions Committee. They are preparing a history of engineering education in the United States. They made an appeal to the Engineering Libraries Division for some specific contributions: They need an annotated bibliography of the history of engineering schools and colleges. They need a contact person and a mechanism to canvas engineering schools for archival information. They are looking for trends in engineering education that emerged over the past 100 years. They also are seeking the rare and inaccessible information about their topic. They stated they prefer not to have to send separate letters to all engineering schools. **Dr. Seely's** telephone numbers are: Office: 906/487-2459; Home: 906/482-5764. His email address is : bseely@mtus5. **Dr. Reynolds'** telephone numbers are: Office: 906/487-2113; Home: 906/482-6699.

Minutes

The minutes of the 1989 ELD annual business meeting, held at Lincoln, Nebraska, were approved (M/S/P Schwarzwalder, Gass) as published in the October 1989 issue of the Division Newsletter of the ELD.

Treasurer's Report

The treasurer's report (attached to archival copy of minutes) was submitted by **Jay Waddell** and accepted by a mumbling consensus of the members present. The ASEE's fiscal year runs from October first through September 30 each year. The most recent quarterly statement to be received from ASEE headquarters was March 31, 1990. The Division Account was budgeted \$800 at the beginning of the '89-'90 fiscal year of which \$238.48 was used for newsletter expenses, leaving a

balance of \$561.52 on May 15, 1990. The BASS account (Banking Accounting Services System) contained \$1838.13 at the beginning of the elected officer's year (June 27, 1989) to which \$308.50 was added due to interest, publication sales, and new members, and from which \$423.70 was used for publication expenses, a refund, membership drive and the Membership Directory, leaving a balance of \$1712.93 on March 31, 1990.

Newsletter Editor's Report

Hugh Franklin thanked the numerous contributors to the Division Newsletter issues he published during the past two years. He announced he would like to resign as the Newsletter editor and requested a replacement be appointed. He suggested that ELD seek an institution willing to donate its resources to cover the costs of publishing the newsletter. **Dorothy Byers** noted that newsletter costs are paid by the ELD's Division account which is contributed to the ELD each year by the ASEE. She expressed warm appreciation to **Hugh** for the great deal of work and service he provided as newsletter editor over the previous two years. She suggested that the next appointee be a person with desktop publishing capabilities at their institution.

Publications Committee Reports

Tom Conkling reported that **Bob Schwarzwalder** submitted an engineering libraries staff training manual for ELD to market to the engineering community. He said that **Kathy Jackson** was resigning as chair of the Literature Guides Subcommittee and that we would need other members to be added to that subcommittee. The following subcommittee reports were made:

Literature Guides Subcommittee

Kathy Jackson distributed a list of literature guide topics (attached) with their appointed compilers and their status noted. She asked for volunteers interested in compiling any of the unassigned topics. She suggested that some people might consider working with another person as compilers in a "joint venture." She indicated that permission would be sought from the original compilers of the older guides that need revision. She suggested that the new chair of this subcommittee check with all the current compilers to see about the status of their work in progress. **Kathy** described the Literature Guides, which are a major part of the ELD's publication program, as providing basic reference material for library support of strong undergraduate engineering programs. She said she is willing to work with the new subcommittee chairperson to streamline the subcommittee's editorial procedures. **Dorothy Byers** stated she wished to formally acknowledge **Kathy Jackson's** important contributions to the Engineering Libraries Division's publications effort.

Membership Directory Subcommittee

Linda Musser reported that the 1990 edition of the ELD's membership directory is currently in progress. She requested all members to please notify her of any corrections or changes they want to make in their entries. She urged everyone with an electronic mail address to include it in their entry. She can be reached at:

Linda Musser, Head, Earth and Mineral
Sciences Library
Pennsylvania State University
105 Deike Building,
University Park, PA 16802
814 - 863-7073
LRM@PSULIAS.BITNET

Tom Conkling mentioned the possibility of publishing an email version of the membership directory which would allow it to be continually maintained up to date. **Jim Fries** stated he thought the ELD owed a vote of thanks to **Linda Musser** and also to **Glee Willis**, Chair of the Membership Committee, for their hard work and dedication. He said that membership is one of the ASEE tests of vitality of a division, and that **Linda** and **Glee** had contributed significantly to documentation and maintenance of ours.

Union List of Technical Reports.

Standards and Patents Subcommittee

Jim Ruffner reported that in a cursory examination of the last edition of this document he found a great deal of out dated information. Therefore he had delayed publication. Also, numerous schools have sent in new information and need to be included. He requested that all Engineering Libraries Division members examine the old edition and send in any corrections or records of new material. **Jim** can be reached at:

James A. Ruffner
Science and Engineering Library
Wayne State University
Detroit, MI 48202
313 - 577-4068

Jim indicated that academic libraries that are not included in the list may join. They can get a "template" to fill in by contacting **Linda Musser** at her address listed above.

In relation to the topic of publishing, Chairperson **Dorothy Byers** distributed the *ASEE ELD Criteria and Procedures for the Annual Conference Proceedings* which is a document required of our division by the ASEE board. It is a procedure and timetable for refereeing any papers that participants in ELD conference sessions might wish to have published in the *ASEE Conference Proceedings*. After a short but intense discussion, the document was approved 36 ayes to 1 nay (M/S/P Herzog, Fries) with the following

changes: In Part 1, "Criteria," section a: the word "and" was deleted and replaced by "or;" in Part 2, "Network of reviewers," the last sentence in the paragraph was appended after the word "institutions" with the phrase; "for blind review;" in Part 3, "Schedule," the date "Nov 25" was changed to "Jan 10;" the date "Dec 1" was changed to "Jan 15;" and the date "Feb 5" was changed to "Feb 15." (The corrected document is attached to the archival copy of the minutes. The Secretary also has taken the liberty of spelling out the complete names of the society and the division on the header. It may be noted that participants in the annual conference sessions who don't want their presentations published in the Conference Proceedings needn't submit their papers for review. However, this procedure allows a publishing opportunity in a refereed source for those academic professionals who seek it.)

Membership Committee Report

Chairperson **Glee Willis** distributed three documents to the members present: 1. a list of the Conference attendees who participated in the June 25th Monday morning Engineering Libraries Open Forum; 2. a Membership Committee Report for the year July 1, 1989 - June 30, 1990; 3. and a sample flyer/mailer that she used in her membership drive (attached to archival copy). She explained the differences between the activities of the Membership Directory Subcommittee (Publications) and the Membership Committee. She discussed her mailing campaign and said she was interested in determining how many new members might have joined because of it. She indicated that while she had sent out 315 invitations to join the ELD, membership had dropped. She expressed the intention of continuing the mailing campaign. **Ann Montgomery Smith** suggested that the Engineering Technology Deans and Department heads be addressed in the next mailing. **Cecilia Mullen** requested members present to examine the Open Forum attendance list and notify her of any needed corrections to names, addresses or numbers. **Cecilia** also expressed great appreciation to **Elaine Granatstein** and her staff at the University of Toronto Engineering Library who contributed generously of their time and resources including photocopying support.

Standards Committee

Steve Gass reported with some irony that the committee had worked intensively to prepare the '85-'86 edition of the *Annual Statistics of Academic Engineering Libraries*. He said they now have camera ready copy ready for publication pending approval of the division members present. He read two sections of their introduction to the document which included a statement that the document would not be republished in its present form, and a statement of intent that the committee would work to develop minimal standards for engineering collections. Considerable discussion followed on whether or not to declare never publishing the *Annual Statistics* in the same

form. The members present were polled on the question and found in favor of omitting such a declaration. The members present resolved great appreciation to the standards committee for their hard work in editing and publishing the *Annual Statistics* (M/S/P Jackson, Musser). **Steve Gass** requested volunteers willing to work on the standards committee's next project, which is to design and draft the standards for academic engineering libraries, to meet at 9:00 AM the next day in the adjoining lounge area.

Accreditation Committee Report

Karen Andrews distributed the committee's *Recommendations for Changes to the ABET Criteria* which it is hoped will be adopted by the Accreditation Board for Engineering and Technology (ABET) in their *Criteria for Accrediting Programs in Engineering in the United States*. She briefly summarized the effect of the changes. They are that undergraduate engineering students would demonstrate the abilities to; 1. successfully find and evaluate engineering information; 2. conduct a literature review; and 3. accurately document their sources bibliographically. She reported that the ASEE executive board passed on these recommendations without alteration, and that they have been transmitted to the Engineering Accreditation Board of ABET for consideration. Karen explained that even if the changes are adopted quickly by ABET, there would be a long period before they take effect because the engineering schools must be allowed time to adapt and implement. She said one of the committee's next jobs is to recommend changes to the library section of ABET's self evaluation form and their library check list for accreditation site visits. She indicated this would best be done after the Standards Committee drafts its standards for academic engineering libraries. She also suggested that the Engineering Libraries Division consider developing a training module to submit to ABET for the preparation of ABET site visitors who are responsible for the library component of a program evaluation. She expressed thanks to her committee associates, **Russell Powell** and **Jay Waddell**, and also to **Russell Dean**, Chair of PIC IV for his assistance in fostering the *Recommended Changes* through correct channels.

Nominating Committee Report

Jim Fries presented a slate of recommended candidates for the two open officer positions. They were: **Palge Gibbs** for Secretary/Treasurer and **Bob Schwarzwald** for Director. Nominations from the floor were invited. None were forthcoming. The members present instructed the Secretary/Treasurer to cast a single ballot in favor of the slate as presented (M/S/P Richardson, Andrews) which was done: The two candidates were elected as nominated.

Awards Committee Report

Ann Montgomery Smith handed out the background document and a nomination form with instructions (both attached) for the Engineering Libraries Division's Homer I.

Bernhardt Distinguished Service Award. She reported on the process the committee underwent during the award's first year and discussed some of the advantages to the Engineering Libraries Division in supporting such an award. At this time, Chairperson **Dorothy Byers** recognized the first recipient of the award, **Kathy Jackson** of Texas A & M University, by reading the citation prepared on her behalf for the award (attached). **Kathy** received a unanimous and enthusiastic accolade from the members present.

Archivist's Report

Don Richardson reported that since becoming ELD's archivist, he has enjoyed discovering the many interesting documents from our past. He said that ELD's history can be traced back to the 1940's. He requested all ELD members to remember the archivist with contributions of ELD papers, reports and records. Don can be reached at:

Don Richardson
BI & Technical Reports Librarian
Worcester Polytechnic Institute
100 Institute Road
Worcester, MA 01609-2280.

PIC IV (Professional Interest Council IV) Report

Jim Fries, ELD's representative to PIC IV, who is also the PIC IV secretary, referred all members to the 1990 Conference program on pages 89 to 95 which outline the organization of the conference and all ASEE's divisions and constituent committees. He provided a brief sketch of the nine divisions that make up PIC IV and encouraged librarians to become involved with other PIC IV division activities. He suggested librarians look for opportunities such as the one that existed on the panel of the New Engineering Educators' session; "Teaching Tips and Techniques" because it represented a chance to raise faculty consciousness of librarian programs, and presence. He announced the name of the newly elected PIC IV Chair: **Raymond Jacquot**.

1990 Program Planning Report

Vladimir Borovansky expressed his great appreciation to all the moderators and session participants for their contributions to this year's ELD program. He thought the sessions planned were interesting and timely. He made special mention of **Steve Gass** whose extraordinary help was to plan and moderate three sessions. **Dorothy Byers** thanked **Vladimir** on behalf of the division for his efforts as 1990 Program Chair.

Old Business

No old business was brought before the group.

New Business

Dorothy Byers reported that the Engineering Libraries Division will be asked for a mission statement which the officers should be ready to prepare or delegate.

She reminded everyone that volunteers are needed to assist with the ASEE 1993 Centennial Celebration. **Charlotte Erdmann** indicated she expected to be deeply involved because of her association at Purdue with members of the ASEE Centennial Committee and could contribute to other ELD Centennial preparations. **Dorothy** summarized some of the topics that needed librarian research:

Histories of engineering schools;

Histories of the ASEE and the societies that combined to form it;

History of engineering education;

She said librarians are needed to develop bibliographies on these topics and that librarians are needed to distribute data sheets (questionnaires) to engineering schools, and to compile them.

Dorothy announced that the University of Illinois had been designated the keeper of the archives of the ASEE. This fact raised the question regarding whether or not the ELD archives would remain in **Don Richardson's** keeping at Worcester Polytechnic Institute or be transferred to the U of I.

Dorothy mentioned that the expanded ELD Executive Committee would be meeting the next morning to discuss the ELD program for the 1991 ASEE Annual Conference in New Orleans. She invited program ideas from all members.

She said the Annual Conference format is being critiqued by the ASEE Board of Governors. She invited comments from ELD members whose input would be transmitted to the Board.

Dorothy called attention to the *Proposed ELD Bylaws Revision 1990* attached to the agenda (attached). She requested the incoming Chair, **Vladimir Borovansky**, to appoint a Bylaws Revision Committee. The two proposed changes involved: 1. the membership of the expanded Executive Committee to which were added the Editor of the Membership Directory and the Archivist; and 2. a description of the appointment procedure for the Editor of the Membership Directory and the duties of that position.

Dorothy distributed descriptions of the duties and responsibilities of the ELD committees and the ELD officers and committee chairpersons. She suggested everyone examine these descriptions and submit corrections or recommendations to her or **Vladimir**.

At approximately 6:40 PM, there being no further new business, the meeting was adjourned to the ELD Dinner (M/S/P Gass, Gibbs) by unanimous and noisy acclamation.

Respectfully submitted,

Joseph (Jay) Waddell,
Secretary/Treasurer, 1989-1990

Criteria And Procedures For Review of Papers For The Annual Conference Proceedings

1. Criteria

- a. Topics shall be appropriate to the mission of ASEE, the theme of the conference, or the interests of the Division.
- b. The papers shall be substantive in nature, consisting of a conceptual, experimental, or applied treatment of a topic.
- c. Papers shall be a complete intellectual piece so that readers can learn from or apply the the ideas contained therein.
- d. Papers shall have proper references where appropriate.
- e. Papers shall be clearly, concisely and accurately written.
- f. Illustrations will be legible, properly labeled, and reproducible.

2. Network of reviewers.

The ELD Publications Committee is responsible for the review of papers. The Publications Committee consists of a Chairperson and several members, and the Chairpersons of the Subcommittees on Literature Guides, The Union List of Technical Reports, Standards and Patents in Engineering Libraries, and the Membership Directory. All members of the Publications Committee and its subcommittees are available as reviewers. The Chairperson will assign each paper to two reviewers from different institutions for blind review.

3. Schedule.

Nov. 1	Program Chair contacts authors of papers to be solicited.
Nov. 1	Abstracts of unsolicited papers due to Program Chair.
Jan. 10	Authors send papers to Program Chair.
Jan. 15	Program Chair sends papers to Publication Chair for reviewing.
Feb. 15	Program Chair notifies authors whether their papers were accepted and of recommended revisions.
Mar. 10	Revised manuscripts due to Program Chair.
Mar. 15	Publications Chair oversees review of final manuscript.
Apr. 15	Authors send camera ready papers to ASEE.

ASEE/ELD

Homer Bernhardt Distinguished Service Award -- Nomination

Deadline: January 15, 1991

Candidate's Name: _____
Present Position: _____
Institution: _____
Address: _____
Telephone Number: _____

(1) Rationale for Nomination: a statement, not to exceed 250 words, on why the candidate is being nominated for the award.

(2) Citation: a brief statement, not to exceed 100 words, giving the major accomplishments for which the award is being made. (This will be used if the nominee is selected as the awardee.)

Nominator's Name: _____
Inst. & Dept.: _____
Address: _____
Telephone Number: _____
ASEE Membership #: _____

ELD's 1991 Annual Conference Plans

Our moderators have been planning, talking and contacting speakers for several interesting sessions, including:

1. **Serials costs, electronic journals, and Email Forums.**
2. **A draft proposal for minimum standards for academic engineering libraries.**
3. **The effect of the European Economic Community Initiative on technical standards.**
4. **The effect of OPAC-mounted email and commercial data bases on library services.**

I'll give you a full report in our December ELD Division Newsletter after our October Planning Meeting in New Orleans. Call me with questions or comments.

-- Jay Waddell, 1991 Program Chair

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