



# Engineering Libraries

## Division Newsletter

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September 2001

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### Chair's Message

Welcome to the start of a new year (at least in ELD chronology). As I key away on this note to all of you, most of you have been back in the swing of fall classes for three weeks to a month, while here in the land of quarters rather than semesters, we're still just over a week away from the start of our fall quarter.

### Conference Corner

The 2001 ASEE conference in Albuquerque had the highest attendance ever by ELD members, with at least ten members attending an ASEE conference for the first time! While I will single out certain individuals below for their contributions, I first want to thank ALL of you who attended. We in ELD always strive to put together the best programs and presentations possible at each year's conference. But those activities don't achieve their true worth unless there are people in attendance to hear those presentations, participate in the discussions those programs elicit, and take away information that they can use in their own workplaces. In other words, YOU make good programs that much better.

First, I'd like to thank the conference technical session moderators: Honora Nerz, Anneliese Taylor, Kate Lee, Andy Shimp, Larry Thompson, Carol Szambelan, Suzanne Weiner, Beth Brin, Steve Gass, and Mark Shelton. Second, thanks go to the members who made presentations at this year's technical sessions: Maliaca Strom-Oxnam (first-timer = FT), Honora Nerz and Suzanne Weiner (our Conference Best Paper Award winners), May Jafari (FT), Ibironke Lawal (FT), Bill Mischo, Lisa Dunn, Tom Volkening, Carol Szambelan, Barton Lessin, Najwa Hanel, Hema Ramachandran (FT), Frank Elliott (FT), and to the 14(!!!) of you who presented at this year's poster session. I'm impressed that so many first-time attendees didn't just simply attend the conference but also chose to present in this year's programs.

Thanks also go to our sponsors: Ei Inc, IEEE and IHS, CSA, and INSPEC. The support of these sponsors allowed us, among other things, to bring in some of this year's non-ELD speakers, to have our banquet cocktail hour, our first ever new members/first-time attendees reception, and to have transportation to and from a number of events provided at no cost to our members.

Finally, a couple of special thanks. First, to Leslie Reynolds, our banquet's hostess with the mostest. Sadie's was a great choice for the banquet. Everyone seemed to enjoy the company, the location, the food, and (ahem) the margaritas. ☺

And last, but certainly not least, thanks go to Linda Musser, who provided this program chair with invaluable tips and assistance during the course of the year, on top of her responsibilities as Division Chair.

### The Year Ahead

Time now to turn from the past to the present and future. Currently afoot are the new ELD Liaisons Program, which you will have seen information about on ELD-L by the time you are reading this column, and the beginnings of the program planning process for next year's conference in Montreal (which I will leave to Gretchen to discuss elsewhere).

As for the future, I announced to the Extended Executive Committee this summer that my two primary focuses as Division Chair for the coming year lead with the same letters as my initials: **MD**.

**M** represents members. We will be embarking on a membership drive this year, and will need help from all of you. I think many of us believe ELD is the best engineering-related library organization around. This is NOT meant to take anything away from any other library organizations. In addition to ASEE/ELD, I am a member of, and participate to varying degrees, in ALA, ACRL, SLA, and their pertinent engineering-related arms. I don't believe it's ethical to embark on a campaign to lure people away from other library

organizations by denigrating those organizations. I simply believe that if we can get people interested enough to join ASEE/ELD, and particularly if we can get them to attend just ONE conference, ELD will sell itself.

In preparation for the membership drive, we need to update the testimonials page on the ELD Web site, [www.engl.lib.cornell.edu/eld/conf/testimonials.html](http://www.engl.lib.cornell.edu/eld/conf/testimonials.html). While many of the comments are still relevant, some members' status, institutional affiliation, and context are different from when those comments were solicited over four years ago. Therefore, we want NEW comments to add to that page on what you think the positives are about ELD and the ASEE conference experience. The membership drive will be starting November 1<sup>st</sup>, and we want to make sure we have plenty of time to update the testimonials page and for all of you to see it before the drive launches. Send your new testimonials and updates to Glee Willis at [willis@unr.edu](mailto:willis@unr.edu).

D represents dollars. As I mentioned above, having support from organizations outside of ASEE and ELD has allowed us to bring in speakers we otherwise could not offer, helped us to cover necessary conference expenses, and allowed us to arrange social activities that otherwise would have been available only at a (sometimes substantial) charge to ELD members. Greater costs lead to lower attendance, particularly likely in the case of some of our newer/younger and perhaps lower-salaried members, which is obviously a group we want to include and involve in these activities.

Two years ago ASEE cut the amount of money ELD receives in its Operating Account. This year ASEE announced they will no longer be publishing our literature guides and making them available for sale in print. Actions like these reduce the dollars that ELD has available for use on conference and other activities. Our Division dues are presently \$5/yr/person. We currently have approximately 180 members. That's \$900/yr. Our conference expenses for 2001 came to over three and a half times that total. In order for ELD to maintain and (preferably) expand our ability to provide quality conference programs and speakers, fund non-conference activities, and to offer our members a few amenities at a conference whose registration cost is two and a half to three times that of most library organization sponsored conferences, ELD needs to increase the number of organizations from which we receive outside funding and/or increase the funding levels from our existing sponsors.

While we must be cognizant, and perhaps even cautious, about the amount and source of any potential funding, the fact remains that quality costs money. Increasing our annual dues four-fold would provide us with enough funding to cover our current level of annual conference expenses. But that would require that members who do not routinely attend the annual conference shoulder a substantial portion of the conference expenses via those increased dues. I'm concerned that increasing dues substantially will cause us to *lose* members, particularly those who are not regular conference attendees. Losing members means losing dues, and it runs directly counter to the desire to increase our numbers via the membership drive mentioned above.

Therefore, given all of the above, if you know of organizations (societies, publishers, etc.) who might be willing to offer ELD a modest sum with little in return other than our thanks and an acknowledgement of their support to our members, please pass any such suggestions (and contact name and info, if available) to me and I will be happy to approach those organizations.

Mel DeSart  
Chair, ELD  
[desart@u.washington.edu](mailto:desart@u.washington.edu)

## News From the Program Chair

### Conference Planning - Montreal June 16 - 19<sup>th</sup>, 2002

**Bonjour!** Planning for the Montreal conference is now underway. ELD sessions will cover a broad spectrum of topics including instruction, collections, transforming scholarly communication, technical issues in libraries and one focussed on the NSF-funded Digital Library for Science. There will be a get acquainted session, a poster session and a professional issues forum wrap-up at the conference's end. In response to requests from division members, we hope to leave some time open in the schedule to allow ELD committees to meet. Please email me, [gsneff@temple.edu](mailto:gsneff@temple.edu), if you have an interest in presenting a paper or otherwise being involved!

#### Publish in the Proceedings

Act now if you'd like to see your paper in the conference proceedings. Submit an abstract of your paper online via the ASEE website before November 1st. The URL is:  
<http://www.asee.org/conferences/annual2002/caps>.

As you move through the links you'll get a password for this conference and be able to submit the abstract online. Papers will be reviewed in mid-November and authors will be alerted shortly thereafter if the paper has been accepted. ASEE will only publish papers actually presented at the conference so all accepted papers will become attached to a session at that time. Completed papers are due March 15<sup>th</sup>, 2002.

### **Fun, Food, Festivities**

In addition to the technical sessions, the conference will offer lots of opportunities to network and socialize with colleagues. Just some of the regularly planned activities include: a Saturday night foray into the city for those arriving early, a Sunday afternoon trip, the Annual Society-Wide Picnic, a new members reception and our division's Annual Banquet.

It promises to be an educational, stimulating and fun time! Please feel free to contact me with your questions or comments.

Gretchen Sneff  
ELD Program Chair 2001-02  
[gsneff@temple.edu](mailto:gsneff@temple.edu)

## **People & Places**

**John Hunter** reports that the Fondren Library at **Rice University** has recently acquired the IEL and is looking forward to meeting the increasing demands for access to electronic journals, etc.

As a member of his university's Faculty Abroad Seminar in Mexico this year, **Tom De Petro** of **Texas A&M** traveled "south of the border." The group's itinerary included the State of Chiapas, the country's most controversial and problematic region. That area hosts many tourists, mostly from Europe, and it includes the ruins at Palenque, once an engineering marvel in its own right. Tom's presentation to colleagues in Puebla and Mexico City was titled "Academic Science and Technology Libraries: Making Global Connections." In his segment on "The Internationalization of Science and Technology Librarianship" he mentioned ASEE and the International Association of Technological University Libraries (IUATL). IATUL will hold its conference next year in Kansas City, Missouri at the Linda Hall Library starting June 2nd. Those similarly interested in Latin America may want to consider a library study trip to Cuba and INFO2002 in Havana, April 22-26. For more information contact Rhonda Neugebauer at UC-Riverside, [rhondan@citrus.ucr.edu](mailto:rhondan@citrus.ucr.edu).

**Vladimir Borovansky** of **Arizona State University** writes: "In Albuquerque most of you met our interim engineering librarian **Tom Turner**. Well, Tom has now gone to better places, namely the **U.S. Patent & Trademark Office**. You may still see him at large conferences (ALA) where Tom will be representing the PTO. His replacement as another interim engineering librarian is **Sheila Young**, who came to us from the **University of Missouri at St. Louis**."

## **Capstone Engineering Team Assists Libraries With Microprints**

As part of a senior design project, a team of four electrical engineering students at Penn State University developed a method to allow copies to be made from microprints using off-the-shelf components. The project was part of the Learning Factory experience, in which students get a taste of the real world of engineering by working on small projects for area businesses. The University Libraries proposed this project because it had lost the capability to make copies from microprints and needed a solution. At the end of the semester-long process, the team delivered their product consisting of a PC, scanner, printer and Adobe Photoshop software. This solution is notable in that these components are readily available in most academic libraries, making the solution particularly affordable and transferable. This project resulted in a creative and inexpensive solution to a wide-spread library problem, provided these students with a valuable real world engineering experience, and gave the librarians a new way to work with engineering students. It was great fun and I encourage my library colleagues to investigate ways to work with student engineering teams on your campus. A lot of learning can occur when you take on the role of employer, as many a library employee has learned!

For specifics about the Microprints solution, visit <http://www.libraries.psu.edu/emsl/staff/Microprints.html>. For information about the Learning Factory at Penn State University, visit <http://lfserver.lf.psu.edu/>.

Linda Musser  
Fletcher L. Byrom Earth and Mineral Sciences Library  
Penn State University  
[Lrm4@psu.edu](mailto:Lrm4@psu.edu)

## Research Ideas From 2001 Professional Issues Forum

During the ELD Professional Issues Forum at the 2001 ASEE Conference, one of the topics discussed was that of research. During the discussion we generated a list of topics that people were interested in finding out about, or that people would like to see researched. As the moderator of the session, I am providing this list in hopes that people might find a topic of interest in which to conduct research.

### Research Topics:

What percentage of masters degree seeking engineering students are distance education students?

What percentages of these students are receiving 100% of their education via distance education?

What is really happening with reference services and how is e-mail and phone reference impacting this?

What kind of economic impacts are libraries feeling?

What is the short/long term impact of information literacy?

What would be the results of a survey done of graduate students on information literacy in industry?

Outcomes and output data - what is it and how should it be collected?

What is the acceptance level of e-only publications?

What is the level of usage of electronic resources that are not electronic journals?

How much permanence does an engineering e-citation have?

How effective is virtual reference?

What are the economics of virtual reference?

What is happening in US libraries with the licensing of non-US publishers?

What will be the long-term value and quality of SFX type services?

What are the implications on scientific information that may require older software/hardware in order to make use of it?

How will print on demand services impact the library?

How will/do librarians interact outside of the library as part of a research team?

What is the level of use of the Community of Science for faculty/graduate collaboration?

Mark Shelton  
Brown University

## ASEE ELD Officers & Committees

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**Archivist**

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Members: Larry Clemens, Honora Nerz, Greg Raschke

**Duplicates Exchange**

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**Electronic Discussion Lists Editor**

Mel DeSart, 2001-2003  
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**JSTOR Task Force**

John Saylor, Chair 2001-2002  
[jms1@cornell.edu](mailto:jms1@cornell.edu)  
Members: Jay Bhatt, Dorothy Byers, Sheila Curl,  
Patricia Johnston, Beth Smith

**Membership**

Glee Willis, Chair 2000-2002  
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Goode, Deborah Kegel, F. Orion Pozo, Andy Stewart

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**Mentoring Task Force**

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**Nominations**

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**Publications**

Andy Shimp, 2001-2003

**Literature Guides Subcommittee**

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Members: Vladimir Borovansky, Craig Beard  
Paige Gibbs, Michaelyn Haslam, Christy  
Hightower, Nestor Osorio, Ron Rodrigues

**Newsletter**

Karen Greig, 2001-2003  
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Reporters: Amy Kindschi, Maria Kochis

**Union List of Technical Reports,  
Standards, and Patents in Engineering  
Libraries**

Mary Schlembach  
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Members: Craig W. Beard, Janardan  
Kulkarni, Bruce Neville, Doug McGee, Greg  
Raschke

**Webmistress**

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Andy Shimp, Michael White

## Minutes of the ELD Annual Business Meeting – 6/26/01

The meeting was called to order by ELD Chair, Linda Musser.

Mel DeSart, Program Chair, made a special announcement. Mel reported, with great sadness, that he had just received news of the death of University of Washington Libraries coworker, Kay Denfeld. Mel said Ms. Denfeld had worked at UW for many years and that she would be greatly missed.

Due to scheduling conflicts, the first order of business was the announcement of the Best Reference Work award by the ELD Awards Committee. The ELD 2001 Best Reference Work Award went to CRC Press for ENGnetBase, an electronic resource that provides access to more than 73 CRC Press handbooks. Linda Martinez presented the award to Steve Wells, Director of Electronic Product Development, CRC Press. The text of the award for this reference work can be found in the May 2001 ELD newsletter.

A motion to approve the minutes of the 2000 Annual Business Meeting was made by Robert Schwarzwalder and seconded by Tom Volkening. The minutes were approved with no changes.

### **Program Planning**

Linda Musser thanked Mel DeSart, ELD Program Chair, for his hard work on this year's successful conference program. All in attendance joined Linda in a big round of applause for Mel. Mel announced that the next day's sessions would be held in the West Convention Center.

### **Banquet Update**

ELD director, Leslie Reynolds, reported that 85 tickets were sold for the Annual Banquet and said that this was the largest banquet ever! She reminded all that the dinner was to start immediately after the business meeting and would be held at Sadie's, 6230 4th Street NW, Albuquerque. Two buses would leave from the Convention Center at 6:15 and 6:40. Cocktails and hors d'oeuvres would be available until 8pm. Buses would return diners to the Convention Center after the banquet and were contracted to run until 11pm.

### **Nominating Committee**

Sheila Curl, Chair, listed Jill Powell and Leslie Reynolds as the membership of the nominating committee. Sheila announced that Larry Thompson was the committee's nominee for Secretary/Treasurer. She asked if there were any nominees from the floor and there were none. Bob Schwarzwalder moved that one ballot for the Secretary/Treasurer nominee be cast. Beth Brin seconded the motion. The process went forth and Larry was elected Secretary/Treasurer. The nominees for director were announced as Suzanne Weiner and Mark Shelton. Leslie Reynolds reminded that only ELD members could vote. Ballots were collected. Later, during the committee reports portion of the Business Meeting, the results of the voting results were announced. Sheila announced that Suzanne Weiner had been elected to the position of director. She thanked Mark for standing for the position.

### **Secretary Treasurer Report**

Gretchen Sneff, ELD Treasurer, updated the report previously published in the ELD newsletter and answered questions. As of the end of the 3<sup>rd</sup> quarter (March 31, 2001) the BASS account was at \$10,344.35, having started at \$9,466.83. Gretchen noted that this figure did not include financial support promised from vendors, \$2000 from EI who was sponsoring the cocktail hour at our banquet; \$1000 from IEEE/IHS who were sponsoring our new members reception; \$750 from Cambridge Scientific Abstracts; \$500 from INSPEC; and \$250 from Wiley. Gretchen warned that the budget would go down dramatically after disbursements were made for conference expenses. Gretchen expressed that thanks

were due to Mel DeSart for his work in attracting this amazing amount of vendor support.

### **COMMITTEE REPORTS:**

The following committees made additions to their reports.

#### **Publications**

Godlind Johnson reported that \$55 in royalties had been earned on sales of ELD publications. The previous year it had been \$97. Godlind deferred discussion to the later agenda item on the future of the literature guides.

#### **Mentoring Task Force**

Jay Bhatt welcomed two new members to the task force, Sharon Seigler of Lehigh University and Greg Raschke of the University of Kansas.

#### **Membership Committee**

Though Glee Willis had no additions to her report, she welcomed any suggestions for raising membership.

#### **Membership Directory**

Andy Stewart alerted everyone to the copy of the membership directory circulating at the conference, asking all to check the accuracy of their listing and to note changes on the circulating copy.

#### **ELD Website**

Website editor Jill Powell announced that she will be glad to link papers presented at the conference to the ELD website. Contact Jill Powell, [jhpl@cornell.edu](mailto:jhpl@cornell.edu), for information. During a brief discussion, Mel DeSart suggested that moderators contact their speakers about this opportunity, someone suggested that poster sessions also be posted on the website and John Saylor asked everyone to include Dublin Core metadata in their headers. On a related note, Linda Musser pointed out that Honora Nerz and Suzanne Weiner's paper, "Information Competencies: A Strategic Approach", honored as the best conference paper in PIC IV, was available in the proceedings and could be printed from the included CD (Session 2241).

#### **Duplicates Exchange**

To applause, Orion Pozo announced that the exchange was still going after ten years.

#### **Awards**

The Award presentations continued with Suzanne Weiner presenting the Division's most prestigious award, the Homer Bernhardt Award, to William H. Mischo, Head of the Grainger Engineering Library Information Center at the University of Illinois at

Urbana-Champagne. In addition to other accomplishments, Bill was honored for having mentored many in the profession, quite a few of whom were in attendance. In addition to receiving a handsome plaque, he was asked to pose for pictures wearing a very silly hat. The text of this award presentation can be found in the May 2001 ELD newsletter.

Linda Musser reminded everyone to think of who might be honored at next year's conference.

The Best Paper award winner had been previously announced. It went to Ari Cohen for his article "**ESL: Engineering Societies Library: End of a Special Library**" published in Science and Technology Libraries, Vol. 19, No. 1 (2000). There was no presentation at the conference.

### **Accreditation and Standards**

Karen Andrews, chair of this committee, briefly discussed the ACRL Information Literacy Competency Standards draft that was being circulated at the conference. She said that this would be one of the topics for discussion at the Wednesday, 2:30pm, Professional Issues Forum. Karen listed a number of items the ELD committee would like to see in such a document and noted they need help with identifying performance measures. Their goal is to wrap up by fall and send the document to the ASEE Executive Council at that time. They will post their document on the ELD web page and on the listserv. Karen thanked the members of the Accreditation and Standards Committee for their special efforts.

### **PIC IV Report**

Linda Musser reported on a number of topics discussed at the PIC IV meeting. Topics included: ASEE's special task force on the organization that will look at issues such as whether or not there are too many PICs, too many divisions, et cetera. Linda assured the division that ASEE would not merge or remove us even though we are small. ASEE is looking into lifetime membership options for a lump sum payment. We had a somewhat lengthy discussion on complimentary conference registrations. Linda reported that if ASEE HQ feels that the speaker for whom you are requesting a complimentary registration should rightly belong to ASEE, they would not allow a complimentary registration. Speakers with science or engineering degrees will regularly be exempted from consideration for free registrations. Linda assured ELD members that ASEE recognizes this is a problem and it is not an entirely dead issue. Mel noted that our PIC did not even use up its ten free registrations, while some of our speakers were disallowed. Linda noted

that ASEE divisions could pay for new members to attend the conference. On a positive note, ASEE will move up the decision process on complimentary registrations so we can at least get early bird rates for those disallowed. Linda Musser said that Mary Schlembach's suggestion to contact the ASEE Board on this topic was an excellent one. ELD members asked Linda about the status of other issues: Steve Gass asked whether there had been any discussion about the high cost of registration. Linda reported that our division has complained to no effect. A communiqué from the division made the point that librarians make less than engineering faculty and that traditional library conferences cost less. Glee Willis brought up the cost of the annual picnic (\$30) and the board breakfast (\$20). A small number of members contributed to a brief discussion centering on the pros and cons of being a part of ASEE. Linda Musser said she would take these comments up with the Extended Executive Committee.

### **OLD BUSINESS:**

#### **ACRL/STS and ELD Collaboration on Statistics and Accreditation**

Karen Andrews said that they have exchanged minutes of meetings from STS and ELD.

#### **Liaisons Program**

Proposals for a liaison program were distributed. Linda asked the membership for their comments, particularly if they felt this is worthwhile. Members supported the proposals and shared their own experiences. Target groups and conferences were suggested.

During discussion, the following issues were raised: goals of the program include working with other groups on common issues and to raise awareness of ELD; it is important that our liaisons to other organization conferences sit in on the boards meetings, as possible, not just the technical sessions; identifying liaisons to vendors as well as to library groups was suggested; being a liaison offers an opportunity, something to put on your resume; some institutions will offer more financial assistance if you attend a conference with a title or role.

It was decided not to offer financial awards at this time. Linda Musser concluded that it was a worthwhile experiment that we will try this year. She said to let Mel DeSart know if anyone is interested in coordinating this program.

### **Center for Research Libraries (CRL) Update**

Linda Musser said that efforts have been made to let CRL know of our existence; however there was not more to report as there has not been a director in place at CRL. Julia Gelfand said she heard that a new CEO of CRL would be starting August 1, 2001.

### **JSTOR Task Force**

John Saylor, Chair, reported that JSTOR is interested in hearing what publishing partners and titles are of interest to us. John stated that JSTOR needs to partner with publishers who will provide funding sources. The Task Force recommends JSTOR consider working with the following 6 societies: ASME, ASCE, IEEE, AICHE, AIAA, ASM (and AIME) and asked for feedback from ELD membership. There was wide agreement. In response to a question, John Saylor noted some of the positive things about JSTOR: they are a good organization, they offer statistics, have a system already established, and they are on a roll. Linda said that Mel DeSart will re-charge the committee, and volunteers should talk to John Saylor.

### **NEW BUSINESS:**

#### **Long-Range Plans**

Linda Musser said that she is interested in setting some long term plans for the division. We will be discussing where we want to go as an organization. She encouraged members to respond to the ideas that will be forthcoming: If you hear a horrid or fabulous idea, let us know!

#### **Future of Literature Guides**

Godlind Johnson, Publications Chair, began a lively discussion on the future of the literature guides by announcing that ASEE Headquarters will no longer publish these in print. She posed some of the following questions and comments for the group to consider: Should we put them up as html or pdf documents on the ELD website? Should we charge for them? She noted that we probably wouldn't get any royalties, but they are not selling much now. She clarified that the *Union List of Technical Reports, Standards, and Patents in Engineering Libraries* should be considered separately from the literature guides. Musser threw out the possibility of publishing them all together in a book. Johnson asked everyone to consider what purpose the guides serve. Members may want to keep this program going, for example, those who produce them can consider them a publication. Bob Schwarzwaldler suggested that perhaps we could find another venue credited to promotion and tenure. Julia Gelfand suggested we could use them as a mentoring exchange freely available for building collections. Steve Gass offered

that the creation of an ELD handbook of core information competencies and guides to each area available free over the web could raise the visibility of this group. Saylor noted this could become part of the NSF Digital Library of Science project. There was a flurry of enthusiasm and a variety of suggestions related to this idea. Kate Thomes said that the EEC should look at this and perhaps it could become part of our long-range plans. Linda Musser concluded that the Literature Guide Subcommittee, co-chaired by Andy Shimp and Ann Ward, would be charged to resolve the issue of the literature guides and to make recommendations.

### **Announcements**

1. Ginny Baldwin announced that the registration booth could provide you with a list of attendees from your institution.
2. Linda Musser thanked Mel DeSart for getting us a larger room for this meeting.
3. Mary Schlembach inquired how many might be interested in an IEL/IEEE Electronic Library discussion.

Bob Schwarzwaldler moved to adjourn. Amy Van Epps and others seconded this. The meeting adjourned.

Minutes submitted by Gretchen Sneff  
Chair-Elect/Program Chair

## **Extended Executive Committee Meeting – 6/27/01**

Present: Mel DeSart, Godlind Johnson, Ann Morgan, Linda Musser, Jill Powell, Leslie Reynolds, Andy Shimp, Gretchen Sneff, Andy Stewart, Larry Thompson

The meeting was called to order at 10:45 AM by Mel DeSart, ELD Chair.

### **JSTOR**

The JSTOR Task Force, chaired by John Saylor, will continue to contact professional societies about the possibility of archiving backfiles of engineering journals. Mel DeSart will draft a modified and extended charge for the task force.

### **ELD Liaisons to Other Library Organizations**

The EEC determined that the following actions should be taken to implement the ELD liaison program:

- Establish a Task Force to coordinate the liaisons – Mel will seek a chair for this.

- Survey ELD to determine the following:
  - Organizations and/or organizational divisions that ELD should have a liaison to
  - Organizational conferences that ELD members presently attend
  - ELD members who would volunteer to be liaisons to other groups
- Appoint volunteers as formal liaisons from ELD

The EEC noted that liaisons should do more than just attend another conference, but would be expected to attend the business and/or committee meetings of the organization in order to get a sense of the plans of that group. There would be no financial incentives from ELD for being a liaison.

### **Literature Guides**

Sales of the literature guides have been low during the past year. In addition, ASEE will no longer publish the literature guides. Therefore, the EEC determined that continuing the hardcopy format of the literature guides is not an option. The Publications Subcommittee on Literature Guides will investigate options for a WWW based format.

### **Union List of Technical Reports**

Mary Schlembach will investigate the future of the Union List, and what ASEE's policy would be with regard to ELD publishing the Union List outside of ASEE.

### **EEC Members Appointed by the Executive Committee**

1. ELD bylaws state that appointees for committee and subcommittee Chairs, Editors, the Archivist, and Webmasters shall be named by the Executive Committee for a renewable two-year term. These appointees in turn select members for their committees or staffs, who also have two-year terms of office that coincide with the terms of the appointees. In the past there has been little notification to ELD members that terms were expiring, and in some cases the length of the term was not clearly communicated to ELD members who were asked to serve in a position. This oversight may have had a two-fold effect: First, renewing terms without notifying other members of the term expiration may inhibit participation by other members. Second, members might be reluctant to volunteer for a position without a clear understanding that the position had a term limit.
2. At the present time, two committee chairs and the newsletter editor have expressed a desire to step down:

Chair of Publications Committee: Godlind Johnson

Chair of Awards Committee: Suzanne Weiner  
Newsletter Editor: Tom Conkling

3. Four terms are completed as of 2001:

Archivist: Don Richardson

Membership Directory Editor: Andy Stewart

Listserv Editor: Mel DeSart

ELD Webmaster: Jill Powell

The Executive Committee will examine the bylaws, present practices, and upcoming vacancies and make recommendations. It will also consider whether certain positions, such as Webmaster and Listserv Editor, which require computer space within a university's network, can realistically be limited to a two year term.

### **Communication with ASEE Headquarters**

Mel DeSart will send a letter to ASEE expressing ELD's concern about conference registration prices, complimentary registrations for guest speakers, and lack of adequate Internet e-mail access at conferences. The EEC particularly expressed disappointment with the high prices and long lines at the ASEE Picnic.

### **Links from the WWW site to ELD Membership Lists**

EEC decided not to link from the ELD WWW site to the ELD membership list. The membership list will continue to be sent out on the ELD-L list as a PDF attachment. Visitors to the ELD WWW site will be given Andy Stewart's contact information for questions about the ELD membership list.

### **ASEE 2002 – Montreal**

1. Several topics were suggested for the 2002 ELD program. Gretchen Sneff will be distributing information about this in the coming months.
2. It was suggested that alternatives be explored for the get acquainted session. The large number of people attending has made the present format unwieldy. This year's decision to have only one representative speak from each institution was helpful, but the session was still quite long. It might be possible to change the format entirely and find sponsors for a get acquainted breakfast. Within the present format, a suggestion was made to have several ELDers who have previously attended these sessions set the tone by speaking first, hopefully in a concise manner.
3. ELD members are encouraged to consider taking a library student to ASEE Montreal. Registration is free for students. McGill University has a library school.

Minutes submitted by Larry Thompson  
ELD Secretary/Treasurer 2001-2002