

SLA Engineering Division Executive & Advisory Board Meeting

March 28, 2013: 10:01am-10:38am Central Time

1- **Open Meeting and Roll Call** (Penny Sympson and Giovanna Badia)

Present: Penny Sympson, Andy Shimp, Giovanna Badia, Mary Silva Whittaker, Patricia Aspinwall, Amber Collins, Betty Edwards, Beth Thomsett-Scott, Susan Morley, Dale Copps

Absent: Pamela Enrici, Mary Strife, Edna Paulson, Barbara Williams, Bonnie Osif, Diane F. Brenes, Abby Bedford, G. Lynn Berard, Karen A. Vagts, Sara Tompson

Guests also present: Sara Davis, Jeremy Cusker

2- **Changes to Agenda** (Penny Sympson) – None.

3- **Approval of February 2013 Meeting Minutes** (Penny Sympson) – Approved.

4- **Chair & Committee Reports**

A) **Chair** (Penny Sympson) – No report.

B) **Chair-Elect** (Andy Shimp) – No report.

C) **Past-Chair** (Pamela Enrici) – Absent; no report.

D) **Aero Chair** (Mary Strife) – Absent; no report.

E) **Aero Chair Elect** (Edna Paulson) – Absent; no report.

F) **Treasurer's Report** (Mary Silva Whittaker) – See report at the end of the minutes.

G) **Secretary** (Giovanna Badia) – No report.

H) **Vendor Relations** (Patricia Aspinwall) – See report at the end of the minutes.

I) **2013 Meeting Planner** (Betty Edwards)

There are some serious computer issues with the online conference planner (e.g., names of session speakers are disappearing). HQ is working on resolving this.

The lightening talks are all set. There will be a variety of topics presented. Betty will email the list of topics and presenters.

The Project Management session has speakers with all the different certifications. Betty will be placing handouts on the chairs of each audience member.

Reporters will be needed for our sponsored conference sessions, as well as someone to design a SurveyMonkey evaluation form. An email seeking reporters will be sent out in mid-April. Penny will investigate getting the questions into SurveyMonkey.

J) **2014 Meeting Planner** (Beth Thomsett-Scott) – See report at the end of the minutes.

K) **Professional Development** (Penny Sympson) – Chair position is still open.

L) **Membership** (Lynn Berard) – Absent; no report.

M) **Strategic Planning** (Karen Vagts) – Absent; see report at the end of the minutes.

N) **Standards** (Susan Morley) – See report at the end of the minutes.

O) **Awards** (Penny Sympson on behalf of Diane Brenes)

Deadlines for the SPIE Student Travel, IEEE Continuing Education, and Momentum awards have been extended from March 15th to March 30th.

The awards committee is currently reviewing nominees for the IHS award (deadline was March 15th) and will announce the winners at the end of the following week.

P) **Board Liaison** (Sara Tompson) – Absent; no report.

Q) **Archives/Mentoring** (Bonnie Osif;) – Absent; no report. Penny mentioned that the announcement for the Buddy Program will be out shortly.

R) **Website** (Dale Copps) – No report.

5- **Old Business** (Penny Sympson)

A) **New List Administrator**

Penny welcomed Amber Collins as the new listserv administrator.

B) **Posting July 2012 (draft) Meeting Minutes**

The draft minutes of our Business meeting at last year's SLA Conference have been posted on our website. An email will be sent to the membership about the Engineering Luncheon, which will mention the minutes so that they can be approved at this year's conference in June.

C) **Placing Archival Documents on the Website**

The historical board information has also been posted on the website. Dale was thanked for posting the draft minutes and the historical board information.

D) **Open Professional Development Committee and Chair Position**

The Professional Development Chair position has been posted. Penny received one volunteer so far, who would start after the June 2013 conference. Any additional nominations would be welcome.

E) **Conference Buddy Program**

Bonnie will send out an email about the Conference Buddy program. It will be included in an email about the Conference Mentor program.

F) DENG Facebook and/or LinkedIn Pages

Penny is still collecting information from the leadership list about how many divisions and chapters use Facebook and LinkedIn pages. There is concern about the human effort involved in keeping content fresh. There will be continued discussions about this via email.

G) Future Board Meeting Dates/Times

From the Doodle poll, most members prefer holding monthly meetings on the same day, Thursdays, but from 12:00-1:30pm Central Time. Meetings from July to December 2013 will be held at the new time, from 12:00-1:30pm Central Time.

H) Charity for San Diego Conference

The charities for the San Diego conference that were frequently mentioned are: Engineers without Borders and Rolling Readers. A motion to select the charity will be proposed and voted upon at the April meeting.

6- New Business (Penny Sympson)**A) Collecting comments for sponsors**

In mid-May, Penny will be collecting positive comments from the membership about sponsors. These comments will be shared with our sponsors.

B) Nonmembers on DENG Discussion List

HQ is strongly urging us to ask SLA nonmembers who are on the engineering listserv to join SLA, or delete them from the listserv after 3 months. This would mean manually checking 200 people on the listserv against the SLA membership directory. Should we begin deleting non-SLA members from the listserv after 3 months? A discussion will be started on this question and will continue until we come to a conclusion.

C) Audience Comments -- None.**7- Next Meeting (Penny Sympson)**

The next meeting will be held on April 25th, 2013 at 10 a.m. Central Time.

8- Adjournment (Penny Sympson)

The meeting was adjourned at 10:38am Central Time.

Respectfully submitted,

Giovanna Badia, Secretary
SLA Engineering Division

Treasurer's Report**SLA Engineering Division and Aerospace Section Treasurer's Report**
March 28, 2013 Meeting*From Chase Bank statements as of February 28, 2013*

Engineering Division	TOTAL
Savings and Checking accounts total	\$35,401.25
 Aerospace Section	
Savings and Checking accounts total	\$ 7,273.24
 GRAND TOTAL	
in SLA ENG and SLA AERO accounts	\$42,674.49

Respectfully submitted,

Mary Silva Whittaker
SLA Engineering Division Treasurer

Vendor Relations Report for Chicago 2012

Vendor	Amount	Program sponsored	Donation level	Booth
AIAA	\$2,500	Aerospace Breakfast	Terabyte	207
ACM	\$2,500	Eng Luncheon, Patent, Systems thinking	Terabyte	618
ASCE	\$750	Standards Update	Megabyte	607
ASME	\$2,500	Eng Luncheon	Terabyte	1018
ASTM	\$750	Standards Update	Megabyte	509
Basch	\$200	Eng Luncheon	Kilobyte	1
Dialog	\$500	Race to the Patent Office	Kilobyte	600
Elsevier	\$500	Eng Luncheon	Kilobyte	900
IEEE	\$2,500	Eng Luncheon, Aerospace Breakfast, System thinking	Terabyte	908
IET/Inspec	\$750	Race to the Patent Office	Megabyte	700
HIS	\$1,500	Standards Update	Gigabyte	517
Knovel	\$750	Systems Thinking	Megabyte	900
McGraw-Hill Professional	\$1,500	Eng Luncheon	Gigabyte	107
Morgan & Claypool	\$500	Eng Luncheon	Kilobyte	12
Springer	\$750	Race to the Patent Office	Gigabyte	309
Techstreet	\$1,500	Eng Luncheon, Standards Update	Gigabyte	800
Total	\$19,950			

Patricia Aspinwall

Chair, Vendor Relations, ENG Division

2014 Meeting Planner Report

Engineering Division Program Planning Options – Draft 1 (March 28, 2013)

Get:

1. 5 division lead programs
2. 3 division co-sponsor programs

Division Lead Programs (5)

1. Board Meeting – a “have to have” but does not count against our 5
2. Aerospace Breakfast and Presentation – a “have to have” but does not count against our 5
3. Business Meeting – this is a “have to have”
4. Standards Update – this is a “have to have”
5. Engineering Café (Quick Take option) – if we get it through Quick Takes it will not count against us (roundtable, discussion-orientated).
6. Crossing the Divides – encompassing generational, cultural, and other divides in the workplace – 120 minutes, several speakers on different topics
7. Engaging Users with Technology – use of alerts, RSS, social media, etc.
8. Beyond Google and Our Databases – already something like this so perhaps pass this year

Division Co-sponsor Programs (3)

1. All Sciences Poster Session – “expected”
2. Science and Engineering 101
3. Electronic Lab Notebooks
4. Corporate and Academic Librarians Synergy – this was discussed during the planning meeting and did not make it onto the list. I believe CHEM or SciTech took it over – following up with their conference planners. If Engineering Café is accepted as a quick take, we can offer this solo.

5. Computer Science Round Table – questionable, still up in the air. Was discussed but not firm.

Respectfully submitted,

Beth Thomsett-Scott
2014 Program Planner

Strategic Planning Committee Report

As previously mentioned, our goal is to issue a preliminary survey to the DENG membership in April with survey closeout scheduled by May 1 so that we can compile the results in time for the June 8 Board Meeting at the Annual Conference.

Here is the link to the draft survey in the SLA SurveyMonkey account:

<http://www.surveymonkey.com/s/8RLKY9F>

We would appreciate your feedback as soon as possible as we would like to issue the survey on April 8. Please "complete" it as many times as you like and let us know not only your views on the content but if you see opportunities for improvement in navigation, validation, etc.

Some things to note on our thinking behind this survey:

- The survey tries to reflect broader SLA concerns such as how DENG reflects and implements SLA's goals and objectives. Based on other survey examples, the recent SLA webinar on SP (which several of us attended), etc., we need to address three sets of issues:

1. The five core SLA elements (from Annual Conference to Growth through Diversification)
2. The five core SLA values (from Leadership to Collaboration & Partnering)
3. The three sets of goals and objectives (learning & development, advocacy & outreach, networking)

- At this point, we are thinking at the highest level. As some of us who've been involved in strategic planning can attest, a challenge of SP is keeping focused. At this phase, we are thinking in *broad brushstrokes* - what is the general purpose of DENG? How does it fit into SLA's goals? How does it go beyond or possibly veer from these goals? What do our members really want from us? This is not the phase where we think tactically or discuss division operations - that comes later. So, for example, we will test the assumption that one of our primary tasks is continuing education but at this point, we will not be discussing whether we should emphasize webinars versus other channels for CE. If you think of the SP as the well-formed, styles-based Word document that we plan to produce later this year, at this point we're focusing on Heading Level 1, not on the paragraph text!

- We're asking for some professional demographics because we'd like to see if there are correlations between responses to the aforementioned elements, values, and goals with membership characteristics such as professional tenure, workplace type, location, etc.

Once the survey is ready to go live, we will announce it to DENG members through various channels. These will include an email to the DENG listserv and a post on the DENG blog. Other suggestions for publicizing the survey and encouraging participation to DENG members are welcome.

Finally, one of SLA's goals is to encourage collaboration, including with other LIS

organizations. For DENG, logical collaborators would be ASEE, NEASIST, the Sci-Tech component of ALA, SCIP, etc. While we would not invite them to participate in this survey, we might consider asking for their input in an informal way. For example, I am active in ASEE and could post an item in an upcoming issue of the monthly ASEE newsletter.

We look forward to your input, which we hope to receive no later than **April 5**.

Respectfully submitted,

Karen A. Vagts
Strategic Planning Committee Chair

Standards Report

19 presenters have been invited, 11 are confirmed. Session sponsors are indicated.

Confirmed

1. ANSI (American National Standards Institute)
2. ASCE (American Society of Civil Engineers) **Megabyte**
3. ASTM (ASTM International) **Megabyte**
4. BSI Global
5. CSA Group
6. Eastview
7. IEEE
8. IHS **Gigabyte**
9. Madcad
10. Standards Technology Group, Inc. (SEMI partner) **** NEW 2013 ****
11. Techstreet (Thomson Reuters) **Gigabyte**

Maybe

1. SAI Global (ILI) – Stuart Bower marriage conflicts, will attempt to schedule another SAI Global rep.

NO

1. AASHTO, Bob Cooper (confirmed by A.J. Million)
2. ASHRAE
3. ASME (American Society of Mechanical Engineers)
4. Catalysts Ltd **** Written presentation in 2012**
5. IFAN (International Federation of Standards Users) **** NEW**

6. SAE International (confirmed by Jeremy Cusker).

7.SES - The Society for Standards Professionals. Creators of the "Standards Aware™ E-learning Courses"

Suggestions for other presenters are welcome.

Respectfully submitted,

Susan Morley
Standards Chair