

SLA Engineering Division Executive & Advisory Board Meeting

October 24, 2013: 12:01-12:39pm Central Time

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

Present: Penny Sympson, Andy Shimp, Pamela Enrici, Mary Strife, Edna Paulson, Giovanna Badia, Dale Copps, Mary Silva Whittaker, Beth Thomsett-Scott, Barbara Williams, Susan Morley, Betty Edwards

Absent: Patricia Aspinwall, Diane F. Brenes, Bonnie Osif, Abby Bedford, Amber Collins, Karen A. Vagts, Sara Tompson, G. Lynn Berard

2- **Changes to Agenda** (Penny Sympson) – Strategic Planning update added under Old Business.

3- **Approval of September 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) – Held off election because government employees could not access their emails. Susan and Pam are working on sending a message to members next week.

D) **Aero Chair** (Mary Strife) – No report.

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

I) **2013 Meeting Planner** (Betty Edwards) – No report.

J) **2014 Meeting Planner** (Beth Thomsett-Scott) – All proposals for the 2014 annual conference were approved by SLA headquarters. We need a co-sponsor for the Engineering Café. If you would like to facilitate a table, please let Beth know.

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

L) **Strategic Planning** (Karen A. Vagts) – Absent; no report.

M) **Standards** (Susan Morley) – Susan has already obtained an expression of interest from a few organizations about participating in the standards session at next year's conference.

N) **Awards** (Diane F. Brenes) – Absent; see report at the end of the minutes.

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

P) **Archives/Mentoring** (Bonnie Osif) – Absent; no report.

Q) **Website** (Dale Copps) – Dale updated information about the awards on the website. Please send your profile to post on our website if you have not already done so.

R) **Listserv Owner** (Amber Collins) – Absent; no report.

5- Old Business (Penny Sympson)

- **Facebook/LinkedIn progress** (Beth Thomsett-Scott) – Beth will create a Division LinkedIn page instead of Facebook since Facebook is personal or more for fun. She will ask for volunteers to contribute content to the LinkedIn page. Penny's digest will be posted on the LinkedIn page. It is important to be active on the Division's Twitter account and LinkedIn page.
- **ABCD Caucus Request to Become Engineering Section** (Penny Sympson) – A vote was taken and a motion passed to accept the ABCD Caucus as a new Section of the Engineering Division. A discussion ensued about the number of Section representatives on the Executive Board. Currently, the Aerospace Section Chair and Chair-Elect are Executive Board members. It is expected that the ABCD Section would have the same number of representatives. The question of whether representation should be consistent across all sections in the Division, specifically only including the Chair of the Section on the Executive Board, will continue to be discussed.
- **Strategic Planning Update** – See report at the end of the minutes.

6- New Business: Successor Documentation (Penny Sympson) – Penny reminded everyone to send their succession documents to her by the November meeting (preferably by November 15th so that she can share them with other Board Members). She may share everyone's documents with other Division leaders as a best practice.

7- Next Meeting (Penny Sympson)

The next meeting will be held on November 21st, 2013 at 12:00 p.m. Central Time (CT).

8- Adjournment (Penny Sympson)

The meeting was adjourned at 12:39pm CT.

Respectfully submitted,

Giovanna Badia, Secretary
SLA Engineering Division

*Treasurer's Report***SLA Engineering Division and Aerospace Section Treasurer's Report**

October 24, 2013 Meeting

*From Chase Bank statements as of September 30, 2013****Treasurer's report:***

| | |
|---|--------------------|
| Engineering Division | TOTAL |
| Savings and Checking accounts total | \$29,225.53 |
| | |
| Aerospace Section | |
| Savings and Checking accounts total | \$ 9,774.57 |
| | |
| GRAND TOTAL | |
| in SLA ENG and SLA AERO accounts | \$39,000.10 |

Respectfully submitted,

Mary Silva Whittaker

SLA Engineering Division Treasurer

Awards Committee Report

10/17/13 Call for Nominations and Applications for the following awards have been submitted to *Sci-Tech News* for the December 13th issue and [Engineering Division web site](#). I will post to the Engineering Division list serve the first week of November.

IEEE Continuing Education Travel Stipend

SPIE Digital Student Travel Stipend Award

Momentum Press SLA Annual Conference Grant

SCIENCE-TECHNOLOGY/ENGINEERING DIVISION Bonnie Hilditch International Librarian

I H S is still working through their funding planning and hopes to get back to me soon to confirm if they will sponsor the 2014 SLA Engineering Librarian of the Year Award sponsored by I H S.

Respectfully submitted,

Diane F. Brenes

SLA Engineering Division Awards Chair

Strategic Planning Committee Report

- The Strategic Planning (SP) Committee has received and reviewed comments from the board on SP Draft #1 and are discussing how best to incorporate them. The comments did not fundamentally question the overall approach of the plan, rather mainly involved rewording and clarification.
- Our next step would be to run the plan (incorporating the aforementioned revisions) by the DENG membership. Are there timing considerations for issuing the survey, e.g. we do not want to cross wires with other DENG surveys that are planned.
- The initial member survey as well as our process for developing the SP indicate that this could be a good time to revise the Division's Scope and Mission. Would the board consider that? If so, what are the board's thoughts on this?

Respectfully submitted,

Karen A. Vagts

SLA Engineering Division Strategic Planning Chair