

SLA Engineering Division Executive & Advisory Board Meeting

February 27, 2014: 1:02-2:01pm Eastern Time

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

Present: Andy Shimp, Beth Thomsett-Scott, Giovanna Badia, Penny Sympton, Sara Davis, Jeremy Cusker, Taya Cagle, G. Lynn Berard, Edna Paulson, Diane F. Brenes, Patricia Aspinwall, Mary Whittaker, Susan Morley, Dale Copps

Absent: Mary Strife, Bonnie Osif, Vanessa Eyer, Ashleigh Faith, Karen Vagts, Moy McIntosh, Amber Collins

Guests: Maureen Kimball, Anna McGowan

2- **Changes to Agenda** (Andy Shimp) – Penny will discuss Recommended Practices.

3- **Approval of Previous Meeting Minutes** (Andy Shimp) – Accepted as corrected.

4- **Chair & Committee Reports**

A) **Chair** (Andy Shimp) – No report.

B) **Chair-Elect** (Sara Davis) – Members will not be surveyed for 2015 conference. There is a possibility that one session will be transmitted as a webinar at the same that that it is given live, which will allow us to obtain a chapter as a co-sponsor. Sara will present a preliminary budget for the 2015 conference at our next meeting. Executive and advisory board members need to decide whether the annual business meeting for the 2015 conference should happen virtually or remain as is. If it happens virtually, then there would be an end of the day celebration at the conference to thank the sponsors and hand out the awards.

C) **Past-Chair** (Penny Sympton) – Penny will be working on the Nominating Committee with Susan.

D) **Treasurer** (Diane F. Brenes) – See report at the end of the minutes.

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

F) **Aero Chair** (Edna Paulson) – Mary Whittaker is running for Chair Elect of the Aerospace Division. If there are no other candidates nominated by March 11th, then she will be the Chair Elect. Edna is seeking nominations for the Mandel Award. She will encourage those who submitted nominations last year to re-submit.

G) **Aero Chair-Elect** () – vacant position.

H) **Aero Past-Chair** (Mary Strife) – Absent; no report.

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

J) **2014 Meeting Planner** (Beth Thomsett-Scott) – The Engineering Division will co-sponsor the All Sciences Poster Session. Beth will be sending out a survey about the Engineering Cafe.

K) **2015 Meeting Planner** (Penny Sympson) – See report at the end of the minutes.

L) **Membership** (Lynn Berard) – We have 9 new members. There are 314 active (paid) members in the SLA Engineering Division.

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** (Taya Cagle) – March 15 will be the final call to nominate a person or self-nominate yourself for awards. The Bonnie Hilditch International Librarian Award winner has been selected.

P) **Board Liaison** (Moy McIntosh) – Absent; no report.

Q) **Archives** (Bonnie Osif/Vanessa Eyer) – Absent; no report.

R) **Mentoring** (Andy Shimp on behalf Bonnie Osif/Ashleigh Faith) - Volunteers needed to act as mentors. A call will be sent out.

S) **Website** (Dale Copps) – Dale is updating the vendor page on our website.

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

5- Old Business

A) Strategic Plan (Andy Shimp) – The following motion was approved: The Board accepts the draft survey of the strategic plan and proposes a deadline of March 31st, 2014 for responses.

B) ABCD Caucus (Penny Sympson) – The ABCD Caucus petition to join the Engineering Division was forwarded to the SLA Cabinet Chair. 46 members signed the petition.

C) LinkedIn/Twitter Update (Beth Thomsett-Scott) – Our LinkedIn page will be “open” to start with; this means that anyone can follow our page without being approved first.

6- New Business –

A) Conference Ribbons (Patricia Aspinwall) – The following motion was approved: 500 ribbons saying “Engineering Division” (without the logo) will be ordered for distribution at the SLA 2014 conference.

B) Revisions to Recommended Practices (Penny Sympson) – The following motion was approved: A maximum of \$1000 can be provided to the Fundraising Chair to attend the SLA Annual Conference.

7- Next Meeting (Andy Shimp)

The next meeting will be held on March 27th 2014 at 1:00 p.m. Eastern Time (ET).

8- Adjournment (Andy Shimp)

The meeting was adjourned at 2:01 pm ET.

Respectfully submitted,

Giovanna Badia, Secretary
SLA Engineering Division

Treasurer's Report

February 27, 2014 Meeting

From Chase Bank online statements as of February 27, 2014**Bank Accounts****Engineering Division**

SLA Eng Div Checking XX8660	7,342.88
SLA Eng Div Savings XX5502	25,000.00
Total	32,342.88

Aerospace Section

SLA AeroSec Checking XX8678	3,751.51
SLA AeroSec Savings XX5494	5,000.00
Total	8,751.51

OVERALL TOTAL	41,094.39
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Pending 2/27/14 payments/deposits:**Engineering Division**

SLA Eng Div Checking XX8660	-106.49 online payment
SLA Eng Div Savings XX5502	750.00 deposit

Aerospace Section

SLA AeroSec Checking XX8678	-1,016.19 online payment
SLA AeroSec Savings XX5494	

Respectfully submitted,

Diane F. Brenes, Treasurer
SLA Engineering Division

Sponsorship Report

Confirmed Sponsors

Access Copyright	\$750	Standards Update
ACM	\$2500	Science & Engineering 101, Crossing Boundaries, Luncheon
AIAA	\$1500	Aero breakfast & Crossing Boundaries
ASCE	\$750	Standards Update
ASME	\$2500	Luncheon
ASTM	\$750	Standards Update
Basch	\$200	Luncheon
IEEE	\$2500	Standards Update, Science & Engineering 101, Crossing Boundaries
McGraw-Hill	\$2500	Engineering Café (sole)
SAE	\$2500	Engaging Users with Technology (sole)
Taylor & Francis / CRC Press	\$750	Crossing Boundaries
Total	\$17,200	

Waiting to Hear

Dialog / Proquest

Elsevier

ICE Publishing – they are interested

IET/Inspec

IHS

Knovel

Morgan & Claypool

Techstreet

Companies in **Red are new sponsors for us this year.

All Engineering Lead session have a sponsor.

Respectfully submitted,

Patricia Aspinwall, Fundraising Chair
SLA Engineering Division

2015 Meeting Planner Report

Below are the ideas that we have for the 2015 conference so far.

Please give feedback (either now or at the meeting). Likes/dislikes. Know of speakers? Other ideas? (CE doesn't count against the 5 that we can propose. I'm listing more just so that people can provide input. Each section can have a program which also does not count against the Division's 5.) We can propose 2 quick takes.

Summary:

Eng:

Leading from Any Position (Enneagram Workshop for Leadership Development), CE

Public Speaking, Master Class

Standards Update, program

Green Engineering: What does it mean to be Green?, program

SharePoint Portal Megaminds, Crescendo or program

Nanotechnology: What's the Big Deal?, Crescendo or program

3-D Printing, Crescendo or program

ABCD: Business meeting or program

Aero: Business meeting or program

Details:

Session Title	Leading from Any Position (Enneagram Workshop for Leadership Development)
Session Type	CE
Session Description	The Enneagram is a comprehensive system for understanding the perceptions and motivations of people. This workshop applies the Enneagram, organized around nine personality types, to enhanced self-awareness, leadership development and issues of employee empowerment. We will identify leadership characteristics in all styles, and their capability to lead from any position in your organization. The Enneagram is a powerful management tool for leadership development and organizational success.

Potential Speakers	http://schreibershannon.com/Schreiber_Shannon_Associates/Enneagram.html Becky Schreiber & John Shannon, schreibershannon@mac.com
Session Title	Public Speaking: (then one of the following)
	Speak to Be Heard
	Secrets of Body Language
	Fearless Speaking
	http://www.publicspeakinginternational.com/invite-dr-genard-to-speak-copy/ http://www.publicspeakinginternational.com/Portals/124879/docs/psi%20all%20seminars%20brochure_final%2012.23.12.pdf
Session Type	Master Class
Session Description	Depending on which session is chosen, but Fearless Speaking would be: Discover practical solutions for calming nerves and staying laser-focused for presenting with confidence.
Potential Speakers	Dr. Gary Genard, http://www.publicspeakinginternational.com/
Session Title	Standards Update
Session Type	Program
Session Description	This is your opportunity to meet representatives and vendors from many standards development organizations (SDOs). Learn about new developments and the latest product and technological innovations. Ask questions and provide feedback while the SDO reps are all in the same room! Come early to get a seat, as this session fills up fast!
Potential Speakers	SDOs
Session Title	Green Engineering: What does it mean to be Green?
Session Type	Program
Session Description	What it takes to have a building LEED certified; What involved in getting LEED certification; What are LEED credits/points; What is the future of LEED
Potential Speakers	USGBC, Boston chapter (speakers bureau), http://www.usgbcma.org/member-directory?page=2

Habitat for Humanity, building green
http://www.habitatboston.org/green_building.html

Barbra Batshalom, executive director of the Green Roundtable, an educational and advocacy organization, and regional affiliate of the Green Building Council.

http://greensource.construction.com/features/0811_GreenBoston.asp

Session Title	SharePoint Portal Megaminds
Session Type	Crescendo or Program
Session Description	SharePoint Library Portals, Microsoft librarian?, Mastermind group, via solo librarians
Potential Speakers	Create a library portal page in SP.; Cool web parts, things to know. Lessons learned. Microsoft librarian?, Mastermind group (via solo librarians)
Session Title	Nanotechnology: What's the Big Deal?
Session Type	Crescendo or Program
Session Description	What is it. How is it being used. How can it be applied to different types of engineering
Potential Speakers	"silk people" - David Kaplan http://www.npr.org/2012/07/13/156731296/silk-stretches-drugs-shelf-life-to-new-lengths) or Fio Omenetto (see http://engineering.tufts.edu/bme/people/) to speak. They do wonderful things with silk (a form of nano) and Fio got a Guggenheim for his research. Our School of Engineering equivalent of speaker's bureau is the Communications person, Julia Keller (j.keller@tufts.edu) - she is the one to contact and if you give her my name, that will help.
	Hidden in Plain Sight
	Remco Chang uses visual analytics to puzzle out secrets from financial fraud to terrorism. In essence, Chang says, the emerging field of visual analysis is a way of sorting through a sea of data to find patterns and outliers that might otherwise have gone undetected. http://now.tufts.edu/articles/hidden-plain-sight
	Baise "Shakes it up" in the classroom and wins NSF Career Award
	Laurie Gaskins Baise seeks to improve visualization and analysis tools to evaluate seismic hazards.

<http://engineering.tufts.edu/research/profiles/baise.htm>

Session Title	3-D Printing
Session Type	Crescendo or Program
Session Description	What is it. How is it being used. How can it be applied to different types of engineering
Potential Speakers	someone from MIT or Tufts

PROGRAM: Anything that's not one of the following.

CE COURSES: ½ or whole day, on Saturday. Typically can charge \$199 for ½ day, \$299 for full day. (students, \$99).

MASTER CLASS SESSIONS: NEW FOR 2015

♣ Master Class sessions are a new incarnation of the Spotlight Sessions from past years.

♣ Create Master Class sessions to cover advanced level topics. Raise your professional game and have sessions that address topics beyond the basics. Delve deeper into topics and provide top-notch professional development enrichment. Provide the kind of session that would make an executive jealous.

CRESCENDO: NEW for 2015

♣ In music, the term crescendo means “increase in loudness or intensity.” For the purposes of an SLA session, it means to have a session that starts with the basics and ends with advanced material.

♣ This is an opportunity to reach a broad audience in one session. Designate which speakers during your session will handle certain levels of topics. Design a session to cover beginning, intermediate and advanced material all in one sitting.

♣ In order for your session to qualify for a Crescendo designation, there must be 2-3 speakers assigned to address the topic from varying degrees of difficulty.

QUICK TAKES SESSIONS:

♣ Quick Takes are short but intense educational sessions on a variety of topics.

♣ Each session is 15 minutes in length, with 15 minutes in between sessions; sessions take place on the Sunday and Monday of conference. See page 7 for schedule.

♣ Examples of formats: technology briefs, how-tos, top 5/10/20 lists, TED-like talks, tips and tricks, BattleBots competition, Pecha Kucha

♣ Examples of topics: social media tools, copyright, infographics, leadership skills, networking, public speaking, mobile technologies, search strategies, new online tools, open source, WordPress, training, elevator speeches, 2014 trends, running global meetings, culture wisdom for working across borders, personal empowerment (online portfolio, online toolkits, improv skills for interviewing or teaching, repositioning your career)

Respectfully submitted,

Penny Sympson, Past-Chair & 2015 Meeting Planner
SLA Engineering Division

Standards Report

Here's the Standards Committee report for February 2014:

As of today we have 12 confirmed presenters for **2014 Standards Update**.

17 organizations were approached. 2 declined to participate as they will not be at SLA 2014 - namely ANSI & Eastview. A 3rd, NFPA, is considering our request.

Jeremy has had success with 1 of the 3 laggards, as Standards Technology Group, Inc. is now confirmed presenter. However no news from Madcad, Open Systems.

With 12 confirmed in person presenters we're nearly at the maximum for the 90 minutes time slot. However, if there any new ones you'd be interested in hearing from let Jeremy and I know and we'll take appropriate action.

At least one presenter who is not a registered exhibitor, has requested a day pass. i.e. SAE International. We've done this at past conferences, so assume the practice will be continued in 2014. Question is who arranges this?

Organization	Presenter	e-mail
ASCE (American Society of Civil Engineers)	Bill Nara, Director, Publications Marketing, ASCE	wnara@asce.org
ASME (American Society of Mechanical Engineers)	Michael J. Rovins, Director (Global) Sales and Customer Service at ASME	RovinsM@asme.org
ASTM (ASTM International)	John Pace, Vice-President, Publication & Marketing, ASTM International	jpace@astm.org
BSI Global	Alban Smith, Head of Licensing & Partnership Development, BSI Standards Limited,	alban.smith@bsigroup.com
CSA Group	Patti Ensor, Manager, Commercial Alliances, CSA Group	patti.ensor@csa.ca
Document Center Inc.	Claudia Bach FSES, President, Document Center Inc.	claudia.bach@document-center.com
IEEE	Angel Trilli, Senior Marketing Manager, Digital Products and Corporate Sector, IEEE	A.Trilli@ieee.org
IHS	Steve Noth, Senior Director, Product Management, HIS	steven.Noth@ihs.com
SAI Global	Stuart Bowyer, Vice President, Business Development - Americas, Information	stuart.bowyer@saiglobal.com

	Services Division	
SAE International	Erin Moore. Product Manager, Technical Papers, SAE International .	erin@sae.org
Standards Technology Group, Inc.	David Walsh, President, Standards Technology Group, Inc..	dwalsh@standardstech.com
Techstreet	To Be Determined	

Changes since January 2014 report

Respectfully submitted,

Susan Morley, Standards Chair
SLA Engineering Division

Strategic Planning Report

The next step on the Strategic Planning Committee's agenda is to get a member survey ready for distribution. What the Committee proposes is shown at this Survey Monkey Link: <https://www.surveymonkey.com/s/F7ZYSY6>

A few things to note about the proposed survey:

- We have included a proposed revised scope and vision for the Division. As we've previously indicated, we think advantages exist to presenting these alongside the SP because all three components should be integrated and consistent.

- As Page 3 of the survey indicates, we'd like to provide the survey participants with the opportunity to review the entire scope/vision/SP before commenting on individual components. We can embed the entire text within the survey but, in order to enable participants to view the text while they are pondering individual questions, we would like to hyperlink them to a separate window that is always available to them while they navigate through the questions. Is this possible? Is there a place on the Division wiki where we can post a NON-password protected page that won't be picked up in web search engines (we like *not* to require members to locate their member login credentials in order to view the survey).

- The way we have asked for feedback is deliberately simple. We welcome suggestions on best practices for these sorts of questions but do not want to make the survey any lengthier than necessary. Regardless of the question format, the approach should be consistent throughout.

Respectfully submitted,

Karen Vagts, Strategic Planning Chair
SLA Engineering Division