Library Senate Executive Board  
Meeting Minutes  
August 12, 2014, Hamilton Library, Room 156

Present: Jan Sung (Chair), Susan Johnson (Vice-Chair), Asako Shiba (recording), Nackil Sung (Elections), David Flynn (MFS), Monica Ghosh (UHPA)

Convened at: 10:35 a.m.

1. Approval of Minutes  
   a. The minutes of the June 10, 2014 LSEB meeting were approved.

2. Reports  
   a. Chair – J. Sung – no report  
   b. Vice-Chair – S. Johnson – no report  
   c. Secretary – A. Shiba  
      i. Will soon start training for the incoming Secretary Carolyn Dennison.  
   d. Elections – N. Sung  
      i. Completed two elections for officers: Monica Ghosh was elected as the Vice-Chair/Chair Elect; Carolyn Dennison as the Secretary. Their terms will begin September 1.  
      ii. A question regarding election process was brought up. Currently, elections for LSEB officers involve a two-step process, conducting a nominating election first to select two finalists and then final election to select an officer. The question was about the number of candidate selections allowed per voter during the nominating election. The Elections Committee Policies and Procedures do not clearly describe this step. The 2014-15 LSEB will look into the issue before the next election in April 2015.  
   e. MFS – D. Flynn  
      i. The Manoa Faculty Senate will be back in session on September 17. Plans to attend the September meeting. Flynn continues to serve on the Committee on Student Affairs.  
   f. UHPA – M. Ghosh  
      i. Since Ghosh will be the LSEB Vice-Chair from September 1, she will step down as a UHPA representative to the Board (will still represent the Library). Johnson, as an incoming Vice-Chair, will ask Michael Chopey, a recently elected UHPA representative, to serve on the Board.  
      ii. Make sure to vote on ratification of the proposed faculty contract. Will send a reminder message to the library faculty.

3. Old Business – none
4. **New Business**
   a. At-Large Position for LSEB
      i. The LSEB briefly discussed the possibility of creating an at-large position on the board. The loss of two senate standing committees also reduced the size of the executive board by two members. LSEB will explore this issue.

*Meeting Adjourned at:* 11:15 a.m.

*Next Meeting:* September 9, 2014, 10:30 am, Yap Room