Library Senate Executive Board
Meeting Minutes
October 21, 2014, Hamilton Library, Administration Conference Room

Present: Monica Ghosh, David Flynn, Carolyn Dennison, Mike Chopey (UHPA - full voting member), Nackil Sung

Convened at: 10:33 AM

1. Approval of minutes
The minutes of the September 9, 2014 LSEB meeting were approved.

2. Reports
   a. Chair - M. Ghosh
      i. Reported on the All Campus Council of Faculty Senate Chairs (ACCFSC) meeting on September 26, 2014.
         1. The issue of workload relief for those serving on committees, boards, and senates was raised. The UHPA contract includes provisions to reduce the faculty member’s teaching load.
         2. The LSEB agreed that this is a governance issue that falls into the purview of the Library Senate.
         3. The LSEB agreed that library faculty and administration should be aware of this contract provision.
         4. The LSEB will explore the issues and options for implementing workload relief for faculty serving on committees and boards before introducing the issue to the Library Senate and administration. The initial steps are to identify the language in the contract that covers this provision and then to explore how to implement it.
      ii. The next ACCFSC meeting will be held this Friday, October 17, 2014, at Bachman Hall. Ghosh will not be attending. She said that if anyone would like to go in her place, they should notify her so that she can forward their name to ACCFSC.
   b. Vice-Chair - vacant
   c. Secretary - C. Dennison
      i. Outdated documents have been removed the Documents and Resources page of the Library Senate web site.
      ii. The air conditioning problem in the Yap Conference Room has been fixed. Library Senate meeting for next week will be held there.
   d. Elections - N. Sung - no report
   e. MFS - D. Flynn
      i. Attended Committee on Student Affairs meeting last week. The Vice Chancellor for Students Francisco Hernandez attended the meeting along with Roxie Shabazz, Assistant Vice Chancellor for Enrollment Management and Director of Admissions.
ii. The Senate Executive Committee asked that the Committee on Student Affairs look into having UH Manoa handle its own alumni relations. Alumni affairs are currently managed at the system level.

iii. MFS will be meeting tomorrow. Flynn is not able to attend. Kathy Cutshaw is scheduled to talk about the budget. Her slides are posted on the MFS site.

f. UHPA - M. Chopey

Chopey will attend the annual faculty forum scheduled this Saturday (8:30 am - 2:00 pm) and the new representative orientation scheduled this Friday night.

3. Old Business
   a. Post-Sabbatical Presentation Request

Chopey and M. Ghosh sent an UHPA response to Interim Associate University Librarian Gwen Sinclair. They did not get a response from Sinclair. At LLT meeting (10/13/2014), it was established that the presentation is not a requirement for approval for sabbatical leave request. If faculty members would like to give presentations about their sabbatical leaves, the Library does not have a venue or process to put on these presentations.

b. Senate Vice-Chair Vacancy - M. Ghosh

Ghosh nominated Amy Carlson to serve out the remainder of the term for vice chair. LSEB approved the appointment. Carlson’s term will end on August 31, 2015.

4. New Business
   a. Discussion/Feedback on upcoming State of the Library Meeting (scheduled 10/28)

i. University Librarian Irene Herold would like feedback from faculty about what they would like to hear at the upcoming State of the Library. The LSEB agreed that this was not appropriate as an agenda item for next week’s Senate meeting.

   ii. Ghosh will suggest to Herold that if the Senate does not meet next week, she could invite faculty to meet with her during that time. Herold can also be reminded that she could request to be put on the Senate meeting agenda.

b. University Librarian Review

Review of the University Librarian and other executives has been defined as a Senate matter. The review is supposed to be ongoing and periodic. There are Senate documents covering reviews. Dennison will forward a copy of the document(s) to LSEB members.

Meeting Adjourned at: 11:53 a.m.

Next Meeting: November 12, 2014, 10:30 am, Yap Room