Library Senate Executive Board

Emergency Meeting Minutes
29 May 2012, Hamilton Room 027

Present: David Flynn (UHPA), Eileen Herring (Secretary), Dore Minatodani (MFS), Lori Ann Saeki (Elections), Gwen Sinclair (Chair)

Convened: 10:35 a.m.

1. Eligibility of appointed officers to appear on ballot for LSEB offices: The Board members discussed the confusion surrounding the eligibility of appointed officers in the election following their appointment. Currently, the resolution provided by the by-laws is that the appointed member can request an exclusion. It was decided that since this is not a common occurrence, it does not seem necessary to change the by-laws to be more specific.

2. Requests for exclusion from ballot for LSEB offices: The LSEB received two requests for exclusion, from Herring for the position of Secretary and Riedy for the position of Vice-Chair/Chair. Herring's request was granted; Riedy's request was not.

3. Attendance at LSEB and Senate meetings by chairs of standing committees: The Chairs of the Senate's two standing committees are members of the LSEB. Article 1, Section 4 of the by-laws refers to “Chairperson” in the singular so these committees should not have co-Chairs. In addition to being specified in the by-laws, having the same representative from each committee provides for consistent representation in voting matters. Sinclair will advise both committees that they have to select one Chair as quickly as possible since the Elections Committee needs the information in order to run the upcoming elections.

4. Senate meeting with Vice Chancellor Dasenbrock: Vice Chancellor Reed Dasenbrock has requested a meeting with the Library Faculty Senate in order to discuss the composition of the selection committee for the University Librarian position. He is interested in knowing how the Library faculty would like to be represented on the Committee. The selection committee for the previously hired University Librarian included the Heads of IT, Public Services, and Collection Services. The LSEB felt that it would be valuable to have librarian committee member(s) from each functional group as well as some additional members from the library at-large, if possible. Sinclair will ask Dasenbrock to schedule this meeting during the regular Senate meeting time on the 19th, if he is available.

5. Senate action regarding interim library administrators: The LSEB felt that Sinclair should ask Interim University Librarian Gregg Geary to report to the Library Senate about the possible options for replacing Interim Associate University Librarian Alan Grosenheider. Of particular concern was ensuring that Geary consult with library faculty to get their input on the process and determining whether or not there would be the option of hiring a permanent Associate University Librarian.
6. **Public services forum:** Minatodani requested feedback on the sample survey she had sent to LSEB members. There was discussion on whether or not to send out the survey before the forum so that the responses could be used to help guide the discussion. Sinclair reported that Geary had announced that he wants to appoint a Public Services Division Head by 1 July, or 1 August at the latest. It was decided to go ahead with the survey and Herring was asked to contact Donna Ching of CTAHR when she returns from vacation to see if she can act as facilitator for the forum.

7. **Special salary adjustments:** It was decided that the LSEB should wait for UHPA’s response to the proposed procedures before discussing the issue.

Submitted by Eileen Herring