Library Faculty Senate

Meeting Minutes
2008-05-30

Present:
Anderson, Bazzell, Carlson, Cartwright, Chang, Christensen, Flynn, Grosenheider, Hasegawa, Herring, Hori, Horie, Johnson, Ouchi, Paseng, Riedy, Rutter, Sack, Wermager

TOTAL ATTENDEES: 19
TOTAL VOTING MEMBERS: 19

Convened:
10:05 am in Hamilton Library Room 301 by Johnson (Chair).

Lacking an initial quorum, Johnson suggested beginning with item 3 on the Agenda (Old Business) to allow time for other members to join the meeting. During the discussion of agenda item 3.a., several members arrived, bringing the total number of voting members to 19, exceeding the minimum required for a quorum. Having attained a quorum, the regular sequence of the Agenda was followed.

3. Old Business

a.) IUL Response to Department Head Rank Resolution.

The IUL's written response to the Senate's resolution on the hiring of department heads questioned the validity of the Senate vote on the resolution and stated that Library Administration has been trying to follow the terms of the contract as best it can in regards to hiring practices. Johnson noted that with the recent readvertised position for Access Services head, Administration has advertised that position at a rank III minimum, a change from the initial advertisement at a rank II minimum, which may indicate the Administration is trying to follow the intent of the Senate resolution.

LSEB will discuss this topic again and decide whether a response to the IUL is required.

1. Minutes of 2 May 2008 meeting

Johnson distributed copies of the May 2 meeting minutes. The minutes were approved by a voice vote.

2. Reports

Cartwright (Chair, Elections Committee) said they would need a copy of the current LPC Policies & Procedures. Elections for the Senate Secretary will be conducted shortly.

A question was raised about the total eligible Senate voters (53 or 54). Cartwright will
clarify the final count.

LPC – UHPA has formally approved the revised LPC Policies & Procedures; approval is still pending from UH Administration. UH's newly approved policy of granting tenure upon initial hiring will need to be reviewed by LPC and the Senate.

Grosenheider (Chair, Staff Development Committee) presented a sobering financial analysis of the committee's revenues and expenses. Over the past 4 fiscal years expenses have exceeded revenues, and if this pattern continues the account could reach zero in two-years time. The committee will be meeting to discuss changes that may be required.

Christensen (MFS representative) reported the Library Task Force has submitted its report to the Manoa Faculty Senate.

The Library Senate thanked Christensen and Rutter for all their hard work on the task force report.

Johnson reported from the meeting of the All Campus Chairs that UH and KCC have entered into a partnership program for a dual admission/dual enrollment program, Ka`ie`ie, which may lead to library authentication issues that need to be addressed.

3. Old Business

b.) Library Supplemental Budget request for 8 positions – follow-up

Johnson distributed part of the document supplied by the IUL that had been requested earlier by LSEB. The Library had submitted this document to the Ways and Means Committee of the Legislature as part of the supplemental budget request. It was pointed out that the rationale of this document were based on circumstances of more than three years ago and may not accurately reflect today's situation. The 8 requested positions are not attached to any specific department. Library Administration cannot, however, be creative in changing nature of the positions. Some tweaking of the positions may be possible.

c.) Composition of Search Committees – follow-up

Questions have been raised about how search committees are formed in the Library and who gets appointed to them. As an example, it was questioned why the current search committee for the Head of Access Services is comprised of three civil service staff and two librarians when the position is for a faculty (librarian) position.

In a meeting with the IUL, Johnson asked if any written guidelines for the composition of Library search committees are currently being used. A document that had been drafted for John Haak establishing some guidelines for the composition of such search committees had been located, but Mochida was unaware of this document. She said that no official guidelines were used; that past practice and common sense were being followed in establishing search committees.

MOTION: Cartwright moved that LSEB establish a task force on the composition of Library search committees.

Motion seconded by Sack.
MOTION APPROVED by a unanimous voice vote of the Senate.

d.) Faculty travel funding for last few years

Members expressed the desire that travel funding be increased beyond the current $1000 to help offset inflation and the increasing cost of airfare. There should also be a commitment to support new librarians with travel funding.

Johnson will request from the IUL a breakdown of expenditures on faculty travel for the past few fiscal years.

4. New Business

b.) Commendation on Supplemental Budget Request Success

Johnson distributed copies of the Draft Library Senate Resolution Commending IUL as prepared by Polansky:

WHEREAS, the Library was not sufficiently funded in the last biennium budget; and

WHEREAS, the Interim University Librarian persisted in her lobbying of the UHM Administration and State of Hawaii legislature in Spring 2008;

WHEREAS, the resulting increase to the base budget of the Library is a long term legacy that UH students, faculty, and community users will appreciate;

NOW, THEREFORE, BET IT RESOLVED, that the University of Hawaii at Manoa Library Faculty Senate commends the Interim University Librarian, Paula Mochida, for her tenacity, professionalism, and successful accomplishments in this last legislative session, and hopes that this work will serve as an example to any future University Librarian.

MOTION: Cartwright moved that the Senate accept the Library Senate Resolution Commending IUL.

Motion seconded by Hori.

MOTION APPROVED by unanimous voice vote of the Senate.

a.) Reorganization and job descriptions for AULs

Questions and concerns raised about the ongoing reorganization include: are the changes major or minor; how is the reorganization being done; there has been no chance for Senate input; what will the final reorganization look like.

Several members noted that reorganizations go through a formal process and there are new administrative rules and procedures available from the Vice Chancellor for Administration, Finance, and Operations Kathy Cutshaw's Webpage at http://manoa.hawaii.edu/ovcafo/. The rules provide a role for UHPA and affected units.

MOTION: Sack moved that LSEB ask the IUL for a written report on the status of the current reorganization plans in the Library.
Motion seconded by Rutter.

MOTION APPROVED by unanimous voice vote of the Senate.

A question was raised about current members of the Library Executive Team writing job descriptions for AULs and the potential for a conflict of interest.

It was suggested that the issue of conflict of interest be addressed by the task force on the composition of Library search committees,

MOTION: Hori moved that LSEB draft a memo to the IUL about avoiding conflict of interest in the writing of position descriptions.

Motion seconded by Cartwright.

MOTION APPROVED by unanimous voice vote of the Senate.

Sack expressed her growing concern with the Library's direction and inability to focus on its priorities of improving collections and technology and dealing with its space issues.

The meeting was adjourned at 11:34 am.

Next Senate meeting: TBA

Submitted by Paul Wermager, Secretary

LIBRARY SENATE
