Library Faculty Senate

Meeting Minutes
2008-08-12

Present:
LSEB: Cartwright, Christensen, Johnson, Lebbin, Polansky

TOTAL ATTENDEES: 20
TOTAL VOTING MEMBERS: 20
NOTE: 18 voting Senate members are required for a quorum.

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

Lacking an initial quorum, the meeting began with what was previously listed as item 2 on the Agenda (Reports).

1. Reports

Elections

Cartwright announced the appointment of Amy Carlson as Staff Development Committee chair.

LPC

Polansky announced the new LPC Policies & Procedures have been approved and are on the Library Senate Web site. The Committee will meet to discuss UH Executive Policy E9.215, Tenure Upon Initial Appointment, and its application to the Library.

UHPA representative

The Manoa new faculty orientation breakfast co-sponsored by UHPA will be held Friday, Aug. 22, at Campus Center Executive Dining Room.

David Flynn continues as faculty representative for Library Services for a 1-year term ending May 31, 2009.

Ruth Horie ends her second 3-year term on the Board of Directors, Aug. 31, representing Manoa at Large. She continues as faculty representative for Library Services for a 2-year term ending May 31, 2010.

Vicky Lebbin begins her 3-year term on the Board of Directors, Sept. 1, 2008 - Aug. 31, 2011, representing Manoa at Large.
Staff Development Committee

In light of the committee's declining budget and the low number of untenured librarians and library staff who receive Staff Development Awards, the Staff Development Committee would like to make recommendations to the Senate on how to improve staff development in the Library.

The question was posed as to whether Library Administration officially supports staff development or if it was solely sponsored by the SDC. It was pointed out that Administration does not necessarily have a staff development program but does fund training.

2. Resolution on a faculty resolution about exempting the library from the overall University budget cuts

In response to the campus-wide 2 percent budget restriction on all units except for Facilities, and the fact the $2.4 million the Legislature granted the Library in the Supplemental Budget was being held by the University, Rutter introduced a draft resolution requesting an exemption from the campus budget cuts and urging the Chancellor to release the Supplemental Budget.

A suggestion was made to emphasize that a budget restriction to the Library becomes a double cut for academic departments as the Library supports scholarship and research in all departments.

Manoa Faculty Senate representative Christensen volunteered to bring the motion, if approved, to the Faculty Senate Committee on Administration and Budget.

MOTION: Herring moved to accept the resolution as amended and send to the Chancellor.

Motion seconded by Grosenheider.

MOTION APPROVED by unanimous voice vote of the Senate.

The text of the resolution as approved is available on the Senate Web site at: http://www.hawaii.edu/libsen/2008fundingresolution.pdf

3. Minutes of 15 July 2008 meeting

The minutes were approved by a voice vote.

4. Update on Faculty Travel

Johnson distributed the report on faculty travel for FY 2006-2008 provided by Administration. The report is also available on the Senate Web site at http://www.hawaii.edu/libsen/2008travelreport.pdf

5. Additional questions re: Supplemental Budget
Prior to the meeting, Johnson sent via e-mail a draft of the memo to IUL Mochida addressing the questions and concerns raised at the July 15 Senate meeting regarding the narrative accompanying the Library's supplemental budget request (http://www.hawaii.edu/libsen/2008SuppBudgetNarrative.pdf).

A suggestion was made to strengthen the request for clarification regarding the request description for two Library Instruction Support positions on page 8 of the document, which currently states "ONE [original emphasis] librarian is dedicated to working with hundreds of faculty and thousands of students." It was noted this statement was inaccurate and misleading.

MOTION: Cartwright moved that the Senate charge Johnson to redraft the memo, bring to LSEB, and send to the Interim University Librarian.

Motion seconded by Herring.

MOTION APPROVED by unanimous voice vote of the Senate.

6. Use of Special Elections

The Senate continued the discussion on the use of electronic special elections to vote on issues when quorum cannot be attained, which began at its July 15 meeting.

Article VIII, Section 4 of the Library Senate Constitution explicitly states: "Business is conducted according to the procedures outlined in the latest unabridged edition of Robert's Rules of Order, except as otherwise stated in this Constitution and By-Laws."

It was pointed out that Robert's Rules states the basis of parliamentary procedure is to be in the same room and hear discussion, and discourages conducting business electronically.

It was countered that because the Senate had difficulty attaining quorum, those members who do attend often discuss the same issues at multiple meetings with no resolution.

A suggestion was made to add to the bylaws an exception to Robert's Rules to help move business if discussion has occurred at several meetings.

It was pointed out that the problem with attendance is the basic issue, but a separate issue.

ACTION: Cartwright volunteered to draft options on how to address the issue. He will confer with the Senate Parliamentarian and bring to LSEB.

The meeting was adjourned at 11:04 a.m.


Submitted by Lori Ann Saeki

LIBRARY SENATE

Voting faculty members: James Adamson, Kristen Anderson, Tokiko Bazzell, David Brier, Amy Carlson,