Library Faculty Senate

Meeting Minutes
2010-11-23

Present:
Yati Paseng (chair), Gwen Sinclair (vice-chair/chair elect), Stu Dawrs (Secretary), Yoon Lim (Jude) Yang (Chair, Elections Committee), James Cartwright (Manoa Faculty Senate), Carol Kellett (Manoa Faculty Senate), Ruth Horie (UHPA), Paul Wermager (Chair, LPC), David Flynn (Parliamentarian), Salim Mohammed, Joan Hori, Jodie Mattos, Sara Rutter, Alan Grosenheider, Patricia Polansky, Mabel Suzuki, Nancy Sack, Wil Frost, Allen Riedy, Dongyun Ni, Monica Ghosh, Ross Christensen, Sharon Ouchi.

TOTAL ATTENDEES: 23

TOTAL VOTING MEMBERS: 22 NOTE: 18 voting Senate members are required for a quorum.

Convened: 10:05 am in Hamilton Library Yap Conference Room by Paseng (Chair).

1. Reports

Library Senate Chair: Paseng attended recent Manoa Faculty Senate meeting. David Lassner, Vice-Chancellor for IT, reported on migration to Google g-mail. Lassner noted that faculty are not required to migrate, but that ITS is not supporting UH web-mail as of the new year. ITS has also hired a new security officer due to recent data breaches. According to Lassner, a sample survey following the most recent data breach found roughly 800 vulnerable servers in the UH system.

At the same meeting, it came up that the mission statement proposed by the BOR to replace the current 2010-2015 statement does not mention the university’s international dimension. This topic will come up again at the December Manoa Faculty Senate meeting.

Also at this meeting, concern was raised over disbandment of ombudsman’s office. There is currently no systematic venue for people to go to and express various concerns.

Vice-Chair: Sinclair: no report.

Secretary: Dawrs reported that Library Faculty Senate website is in the process of being updated, to include revised Constitution and By Laws and Election’s Committee Policies and Procedures, both of which were revised with LFS approval to remove mention of the Staff Development Committee, which had itself been previously dissolved with LFS approval.

Library Personnel Committee: Wermager reports that LPC has finished reviewing tenure and promotion dossiers and forwarded to Interim University Librarian Paula Mochida; LPC is well into contract renewal dossiers.

The LPC’s Revised Policies and Procedures were presented to IUL Mochida, and they will be transmitted by Mochida to UHPA and BOR for approval.

Elections Committee: Yang reports that the committee has conducted an election to replace chair
Wermager, who is retiring Dec. 31, as well other members rolling off committee. Sarah Rutter, Allen Riedy and Mike Chopey have been elected to the committee, with Vickery Lebbin, Tokiko Bazzell, Gwen Sinclair and James Adamson selected as 1st through 4th alternates respectively.

**Manoa Faculty Senate:** Cartwright reports that MFS will meet once more before break, on Dec. 8. Several new programs have been approved, including a Second Language Studies bachelor’s degree and a Pacific Islands Studies bachelor’s degree.

Christensen notes that the Open Access Resolution has been floating on the MFS agenda for several months but not yet discussed for lack of MFS quorum. Thus far, he hasn’t noticed a lot of opposition to the resolution.

**UHPA:** Horie says UHPA has made an “announcement about announcements”: If the University communicates anything re: “furlough” days, we do not have any – we have “administrative leave days.” Regarding the issue of lack of ombudsman’s office, Horie also notes that UHPA is always available for faculty-on-faculty issues.

2. **Staff Development Committee (SDC).** Paseng: We need to figure out what to do with the SDC account. Library Senate Executive Board (LSEB) is recommending that Library Faculty Senate give money to administration to use for staff development, with the caveat that administration report back to faculty senate each year on how money is spent.

Grosenheider: Account is a UH Foundation account, and is earmarked for library staff, so the use is already defined. Essentially, management of the account is changing, not its function.

LSEB recommendation to control of the account to library administration is put to a voice vote and passed.

Cartwright notes that records of SDC should go to University Archives when they are no longer in use. Grosenheider, as last treasurer of SDC, will forward records to LSEB for evaluation as to whether they are still needed or can be transferred to the Archives.

3. **Faculty Travel Funds.** Grosenheider has distributed a spreadsheet with three columns based on source of funding. First column is standard library travel funding. In past, the funding was $1,000 per each faculty member per year. In 2009, it was reduced to $1,000 per probationary faculty member only. Second column is also library funded, for travel that has been defined by library administration as a priority. Third column is grants and foundation funds. Not included is travel that received external funding, either via grants administered on campus or elsewhere.

Ghosh: What are the alphabetical codes?

Grosenheider: Each letter represents one traveler. Of 50 faculty, 42 traveled last year.

Horie: Who is the “affiliated traveler”?

Grosenheider: Foundation staff.
Cartwright: Why would our budget be covering Foundation staff?

Grosenheider: In this case it was to attend “Alladin.”

Dawrs: Why are names not listed? If these are state funds, is there a reasonable expectation of privacy on the part of travellers?

Grosenheider: In 2005, a list was distributed with names and some faculty were upset. In 2008 when list was again distributed, there were again complaints and a threat to grieve to UHPA.

Suggestion is made to at minimum show which faculty are probationary and which departments travelers belong to as well as to specify who received external funding.

Grosenheider: This isn’t recorded on travel completion forms [from which the spreadsheet information derives]. Would like to see addition of actual cost of travel to travel completion forms. Travel completion forms should be filed by anyone requesting travel, even if receiving self-funding or external funding.

Horie: $1,000 is arbitrary figure that was set several years ago. To be able to truly support probationary faculty, dept. should be able to pool their allocations. Faculty Senate had proposed more flexible policy in past, but this got no traction. Thinks this should be revisited by admin.

Cartwright: $1,000 was instituted during restrictive time. It’s not a ceiling; if funds are available it’s contrary to the contract to establish a ceiling.

Horie: Has heard anecdotally from faculty; if funding is restricted to such a degree, some probationary faculty would rather not go because it’s just too expensive.

Grosenheider: If you’re presenting you can request funds from research council. Budget has not gotten better. The Professional Development Fund has an allocation of $1,000 per probationary faculty. There is also a Library Administration Fund that can be used at IUL Mochida’s discretion for faculty travel. Roughly $25,000 per year.

A faculty member [name inadvertently omitted from hand-written minutes] suggests that IUL Mochida be asked to report on prioritization for Library Administration Fund.

The meeting was adjourned at 11:05 am
Next Senate meeting: Tuesday, Jan. 25, 2011

Submitted by Stu Dawrs