Library Senate Minutes

September 20, 2011--10:30 a.m. Yap Room

VOTING MEMBERS PRESENT (26): Gwen Sinclair (chair), Jan Zastrow (secretary), Dore Minatodani (Manoa Faculty Senate), David Flynn (UHPA), Susan Johnson (LPC), Ruth Horie (parliamentarian), Eleanor Kleiber, Carolyn Dennison, Joan Hori, Mike Chopey, Jan Sung, Eileen Herring, Yati Paseng, Gregg Geary, Dainan Skeem, Allie Jordan, KT Yao, Hisami Springer, Mabel Suzuki, Nancy Sack, Monica Ghosh, Jude Yang, Nackil Sung, Amy Carlson, James Adamson, Carol Kellett

ASSOCIATE MEMBER PRESENT (1): Alan Grosenheider

1. Approval of minutes of August 16, 2011, Senate meeting—so approved.


3. Parliamentarian review of Robert’s Rules of Order—Horie mentioned “Robert’s Rules of Order” website (http://robertsrules.com/), and reviewed parliamentarian procedures for running a meeting. Notably, the parliamentarian typically doesn’t get involved in any discussion. Flynn suggested a change to the Library Senate Constitution and By-Laws to allow participation by the parliamentarian. Horie also reminded senators that they must wait to be recognized by the chair before speaking, and motions should be written down before being introduced.

4. Reports
   Chair (Sinclair): All-Campus Council of Faculty Senate Chairs (ACCFSC) retreat—Sinclair attended this retreat Aug. 26, 2011, along with representative from all systemwide campus’s faculty senates. The role of ACCFSC was discussed as were travel reimbursement procedures. Native Hawaiian students comprise 22% of the system and 41% of community colleges enrollment. Howard Todo, Vice President for Budget and Finance/Chief Financial Officer gave presentation on new KUALI software, an open-source financial management system intended to increase transparency. Linda Johnsrud gave presentation about tuition increases; she will give similar presentations in public meetings (see http://www.hawaii.edu/news/tuition/ for schedule).

Nina D. P. Horio Excellence in Librarianship Award—Sinclair queried Library Admin on placement of this plaque. Grosenheider inquired about when and how nominations were solicited, so Sinclair posed the question to the Senate. Herring said that it was an award established by Nina Horio’s husband, but she didn’t think there were any additional funds in that account, and that she would follow up with John Awakuni to verify. The award was intended to fund gifts to “worthy candidates” honored at the annual award ceremony. Such items might include koa bowls, guest lunches, a plaque for the recipient’s department, etc. The Library website states that fundraising would be undertaken by the Library Senate. Sinclair thinks we should be soliciting applications for that award and putting together a fundraising committee. This will be discussed in next LSEB meeting.

Vice Chair (Polansky): No report (absent).

Secretary (Zastrow): 2011-2012 dates for LSEB and full Senate meetings have been posted on the Library website.

Elections (Jordan): No report.
LPC (Johnson): The revised LPC Policies and Procedures, approved by the Library Faculty Senate in August 2010, have come back from the Office of the Vice Chancellor for Academic Affairs (Bev McCreary), with comments. LPC will review these comments and respond if needed.

Informational meetings will be offered this week for Tenure, Promotion and Contract Renewal applicants.

Manoa Faculty Senate (Minatodani): Tomorrow is the first meeting for fall 2011 MFS. On the agenda are changes to the bylaws necessitated by the creation of a new “Manoa Assessment Committee.” Another proposed change is to broaden the scope of the Committee on Research to become the “Committee on Research and Graduate Education.” Librarians should be aware of new graduate programs, in order to provide input on whether and to what degree library resources are available to support the program. Minatodani reminded librarians that they can volunteer to serve on that and other committees.

UHPA (Flynn): If you are not receiving email from UHPA, let Flynn or UHPA know so you can be added to the listserv. Union representatives no longer have staggered terms, so both Flynn’s and Ruth Horie’s terms will end May 31, 2012. UHPA will seek new nominees next spring.

5. Old Business
   a. Action taken by LSEB on Senate motion regarding reorganization—the documents have been transmitted to MFS Chair Bob Cooney. Sinclair noted that the narrative portion will be revised at the request of VCAA Dasenbrock. As a result, some comments may reference text that won’t be in the revised narrative.

   b. Library faculty classification (B)—Last year, Manoa Faculty Senate Committee on Research suggested merging all classifications of faculty into one category. This led to research of how classifications came to be. Minatodani and Horie researched this issue for Librarians (B): they met with UHPA staff, checked out old university bulletins, faculty handbooks, and other primary sources in the University Archives. Librarians have always been included in the Specialist faculty category. In 1987, after several years of discussion and study of issues relating to minimum qualifications and promotion criteria for the many faculty types included in the Specialist category, the new “Librarian (B)” faculty classification was approved by the Board of Regents.

6. New Business

   Removal of contents of 2nd floor of Sinclair Library—Polansky asked in LSEB meeting for the full Library Senate to consider making a motion expressing concern regarding the loss of space for library purposes in Sinclair Library. Geary stated that since then, he had sent out an email to Polansky and Lib-Ids explaining the background of those decisions, and recommended working with Selectors before making a motion or decision. He also said the lists are on the Intranet and would be updated dynamically. Discussion about encroachment on Library spaces by non-Library departments and functions ensued. Designation and use of classroom space in Hamilton Library was also mentioned and Geary confirmed that the Library controls its own classroom space.

Meeting adjourned 11:45am

Submitted by Secretary Jan Zastrow