January 19, 2016
10:30-12:00
Yap room, A153

Attendance:
Carlson (secretary), Chen, Chopey, Dawrs, Dennison, Ghosh (Chair), Kellett, Kleiber, Lebbin, Minatodani, Ouchi, Shiba, Shirts, Sinclair, Stoytcheva, Sung, Waddell, J. Sung,

Non-voting: Crawford, Kadohiro-Lauer

Convened: 11:31

1. Approval of the minutes:
   November 17, 2015—approved.
   December 9, 2015 (Emergency meeting)—approved.

2. Reports
   a. Chair:
      Ghosh attended the All Campus Council of Faculty Senate Chairs (ACCFSC) meeting on January 15, 2016. She reported that the all campus student government representative gave a presentation on OER for all general education classes. CCFSC update: UHCCs are reviewing different accreditation agencies for their future process. The 2014 quality of life survey results from the CCs are now posted, and the CCs requested a follow up survey. Ghosh serves on the academic affairs committee had no report. Sinclair asked if there was an update regarding facilities oversight moving to UH System. Ghosh will follow up and report back. UH System Rep Risa Dixon attended the meeting, ad Ghosh suggested her as a possible guest speaker in the future. MFS Cooney reported to the ACCFSC regarding MFS reorganizations, proposed policy on consensual relationships, which is being vetted past UHPA before they take a final position. A call went out to help organize the Spring and Fall 2016 ACCFSC retreats; Ghosh and Kleiber will attend. Ghosh reported back regarding the ACCFSC communication distribution list, which singled out only a few units on campus, but not all faculty senates. Two of the schools on campus had requested being listed in addition to MFS. Diane Caufield and Bob Cooney assured Ghosh that the library senate has active MFS reps, and that we would be kept in the communication loop. Next meeting: 2/16/2016. Ghosh reported on the January 11, 2016 LLT meeting, including an issue regarding confidential conversations or materials discussed or distributed at LLT without the opportunity to obtain feedback from representatives’ constituencies. This will be on the next LLT agenda.

b. Vice Chair:
   Ghosh and Kleiber will alternate attendance at LLT for the next few months.

c. Secretary:
   Carlson updated the LSEB listserv, verified the Libsen, and Libfac listservs with Chopey’s help, sent out the 11/17 and 12/9 minutes for approval.

d. Elections Committee:
   No report.

e. Manoa Faculty Senate (MFS):
   Minatodani encouraged participation at the open Manoa Faculty Senate meetings, the next on is January 20, 2016. Minatodani and Flynn represent Library Services. The agenda includes a motion to halt the use of academic analytics, about which Minatodani had asked Beamer and Tillinghast. Academic Analytics utilizes a private algorithm to assess
“productivity,” yet the University already has an established way of assessing “productivity” and value. Also on the agenda: re-organization proposals and the lack of confidence resolution on VC Dasenbrock.

f. University of Hawai‘i Professional Assembly (UHPA):
Many people have inquired with Ghosh and Chopey regarding Good Friday and Prince Kuhio day both falling on the same day. Chopey reported that UHPA did not negotiate an extra floating holiday in these kinds of cases, as HGEA had bargained. The group discussed the UHPA process of review of UH Administration, and Chopey confirmed that the VCAA results had just come out.

3. Unfinished Business
a. LARC: Recommendations for future evaluations of library administrators:
Ouchi reported on the confusion relating to the process, the charge, and responsibility of the board. These recommendations address the vague messages in the guidelines. The motion to approve the recommendations was moved, seconded, and approved. In the process of discussion, a question came up as to why the Systems Office was named specifically to help with the electronic survey process, and the answer: they had already set up it.

4. New Business
a. Motion to Revise the Following Portions of the Constitution of the University of Hawai‘i at Mānoa Library Senate:
• Article V. Section 3.a (3)
  ◦ Revised to: "Selects or creates meeting procedures to be used for their term."
• Article VIII. Section 4 sentence 2
  ◦ Currently reads: "Business is conducted according to the procedures outlined in the latest edition of Robert’s Rules of order, except as otherwise stated in this Constitution and By-Laws."
  ◦ Revised to: "Business is conducted according to the procedures selected or created by the Chairperson for their term, except as otherwise stated in this Constitution and By-Laws."
Motion was made, and seconded. Discussion centered on the rules, knowledge of the rules, power and voice. Kleiber opened the discussion with some background on her motion, in particular that the chair should determine how to lead. Some members spoke in favor of Robert’s Rules, specifically citing their usefulness in contentious discussions, large groups, and to hear all voices. Others in the group pointed out the power differentials set up by having less or more knowledge of the rules, in particular if a member has a comfort or discomfort with using the right process. Suggestions included: our group may be too small for needing Robert’s rules; other groups in the library or on campus move forward without parliamentary procedure; and we need more education on parliamentary procedures to leverage the power differentials, when one member knows more of how to proceed than another. Many people voiced that the chair should be the one to facilitate and lead the senate through the process. The group discussed the role of Chair interpreting Robert’s Rules, and Kellett suggested a change in language to “based on” could help. Discussion tabled until next meeting.

b. Proposal and discussion: Planning and Organizational Review Process
Motion to send the memorandum, drafted by LSEB, to Library Administration on Planning and Organization Review process was introduced and seconded. Discussion included questions about timing, replacements and terminology. No changes were made to the wording of the memo. Motion to send the memo passed.

Adjourned: 12:18