Library Senate
10:30 May 24, 2016 in HL A153 Yap room

Attendance:
Allen, Bazzell, Beamer, Carlson, Chopey, Dennison, Ghosh (Chair), Kleiber (Vice Chair), Lebbin, Ouchi, Paseng, Shiba, Shim, Springer, Stoytcheva, J.Sung, N.Sung, Thoulag, Waddell.

Non-voting members: Crawford, Herold, Kormos, Kadohiro Lauer.

Convened: 10:40

Agenda:
1. Approval of the minutes from the April 19, 2016 meeting.
   Approved.
2. Reports
   a. Chair
   Ghosh thanked everyone for attending the first meeting of the summer. She reported that only one Library leadership team (LLT) meeting was scheduled for the time between this and the previous Library Senate meeting.

   b. Vice Chair
   No report.

   c. Secretary
   As of the meeting, the website is up to date with the previously approved minutes. Minutes approved during the meeting will go up on the website.

   d. Elections Committee Chair
   Elections will commence shortly for Library Senate Secretary and Vice Chair.

   e. Manoa Faculty Senate
   No report: no representative was in attendance. Ghosh reminded the group to check the MFS website for current information over the summer period.

   f. UHPA
   No report.

3. Unfinished Business
   a. Internal Transfer Guideline:
   VC Kleiber introduced the Library Senate’s comments on the internal transfer guideline at an LLT meeting a few weeks ago. University Librarian Herold requested a memo from the Library Senate, which would ask for the review process, in order to proceed. Minatodani distributed via email a memo for the Library Senate members to consider, which was moved to be adopted and seconded. Discussion included the inclusion of a deadline for the review and a question about how to proceed during the review (continue the internal transfer process or put a moratorium on it). Herold suggested that, with Crawford’s planned departure, it may be difficult for Administration to participate at this time. She noted that the guideline will need to be sent to
University Administration and UHPA, which will add time to the process. Ghosh asked for clarification if the previous one went to UHPA, because there is no formal record, but Herold clarified that she spoke with Jim Kardesh. Group discussed process and timeframes of MOUs. Herold said that she has seen this before in other public university systems, and that she is open to moving forward.

Propose Amendment: “begin work no later than fall 2016” to be added to end of the memo.

Discussion included issues of prioritization, workload, strategic planning and convening a group. Vote for the amendment to the memo: 15 for, 1 opposed, 2 abstentions

Vote for sending the memo with amendment: 15 for, 1 opposed, 2 abstentions

Approved to send memo forward with the amendment.

Herold requested that three Library Senate faculty serve on this committee in the fall, including 1 member of the original committee. Decision: to be discussed at the next LSEB.

Adjourned: 11:01