Library Senate Executive Board

Meeting Minutes
1999-10-11

Present: Winjum (chair), Acosta, Anderson, Christensen (recorder), Flynn, Lebbin, Mattos

1. Approval of minutes.
   Action: The minutes of the LSEB Supplementary Meeting, 9/10/99, were approved.

2. Roster. It needs to be updated.
   Action: Committee chairs are to send lists of members of Dave Coleman.

   Action: Lebbin submitted the written report.

4. Committee Reports

   Staff Development Committee.
   Acosta reported that the committee has met and is planning upcoming events.

   Manoa Faculty Senate.
   Flynn reported that he is on the Committee on Professional Matters. The new Senate Executive Committee was introduced. The committee revising the Manoa core gave a report.

   Library Personnel Committee.
   Anderson reported there are 2 applicants for tenure and 6 applicants for promotion. Tenure and promotion applications are due Oct. 20, 1999. There are 6 applications for contract renewal. These are due Nov. 15, 1999 and LPC is planning to complete the review by Dec. 15, 1999. LPC has held the informational meeting for applicants.

   Elections Committee.
   Mattos reported the committee is preparing for the LPC election and will meet at the end of Oct. or early Nov.

5. Library instruction program memo.
Action: Winjum distributed copies of a draft of the memo and requested comments from board members by Friday, Oct 15.

6. Update on procedures and guidelines for the recruitment and hiring process and for staff training and travel support.

Action: Winjum sent a memo to John Haak requesting the status of these. Both policies are waiting for update, and LSEB will be kept informed.

7. UHPA representatives. Sophia McMillen's term has expired.

Action: The board will make inquiries about how to select or elect new representatives.

8 Other business.

Action: Winjum reported on the meeting she attended of the All Campus Council of Faculty Senate Chairs.

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Next regular meeting November 1, 1999

Submitted:

Ross A. Christensen