Library Senate Executive Board

Meeting Minutes
2002-03-05

Present: Acosta (recorder), Coleman, Flynn, Horie, Lebbin, Minatodani, Sinclair, Suzuki.

Absent: Chopey

1. Approval of last meeting minutes
2. Committee Reports
   A. Staff Development (Minatodani)
      No report.
   B. Manoa Faculty Senate Representative (Flynn)
      A summary of February 20 Manoa Faculty Senate meeting was distributed via email. Wick Sloan and Paul Costello addressed the Senate.
   C. UHPA Representative (Horie)
      UHPA is sponsoring several upcoming gubernatorial candidate forums. The first is scheduled for March 6 in the Kuykendall Auditorium at 12:00 and will feature Ed Case. There will be a voter registration table set up there.
   D. Library Personnel Committee (Suzuki)
      Library Administration has completed its requests for wide-ranging evaluations of the Fall tenure/promotion candidates. Dossiers for Spring candidates are due April 5.
3. ACRL's Intellectual Freedom Principles for Academic Libraries
   Flynn proposed that the Faculty Senate officially adopt ACRL's Intellectual Freedom Principles for Academic Libraries. The LSEB agreed to let Flynn coordinate the Senate endorsement.
4. Patriot Act & Patron Records
   The Committee agreed that in light of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act, better known as the Patriot Act, the Library ought to discontinue keeping patron records indefinitely, the onset of which was enabled with the migration to Voyager from Carl. However, the rationale behind the decision to "turn on" the feature will be investigated prior to the Committee formally endorsing such action.
5. Status of Memos to UL
   The University Librarian will review and respond to the LSEB memos sent on hiring procedures, faculty position disposition, and equipment purchases.
6. LPC Criteria & Procedures Documents
   Flynn worked with the Library Systems Department to set up a web discussion forum in anticipation of the distribution of the draft LPC Criteria and Procedures documents to the library faculty senate. The web site can be password protected, though the consensus is that it is of little interest to parties outside the library. A link to the site will be available from the LSEB web page.
Coleman contacted Louise Kubo at the Office of the Vice Chancellor for Academic Affairs to answer some questions that the Committee has regarding the deadline to submit the LPC documents: 1) who set the deadline? 2) where is it set? 3) when was the Library notified? If the deadline is not met, then University administration would set the policies and procedures as concerns personnel for the Library. This is highly undesirable.

The deadline could not be met for some important reasons. The current document was not submitted because the procedures were integrated into the criteria (the title of the current document is LPC Policies & Procedures). It was thought that the Union would not approve the document as is. Revisions were delayed during the selection of the new University Librarian, building renovations, and the implementation of the new online library system.

Lebbin, who is a member of the Ad Hoc Committee for revisions to the LPC documents, reported that this committee meets weekly and that progress is being made on the procedures portion. However, it is not at the draft stage yet for review and comment.

The Committee discussed the approach that ought to be taken to disseminate the draft LPC documents. It was agreed that an email will alert Library faculty that paper copies of the drafts will follow. It was also agreed that Coleman would draft a cover sheet for the drafts explaining the necessity for the revisions, who the revisions will affect, and when and how input will be received.

Some questions that the Committee predicts will be generated from the distribution of the drafts are 1) would the procedures and criteria be retroactive? 2) if no, when would the cut-off date be? 3) who has the answers to these questions, the union? 3) would affected library faculty be given a choice as to which guidelines they can follow? Coleman will ask these questions of Louise Kubo and incorporate the answers into the cover sheet. He will then send the sheet out for comment to LSEB.

7. Next meeting: Tuesday, April 2 at 2:30, Admin Conference Room

Submitted by DeeDee Acosta (Secretary)