Library Senate Executive Board

Meeting Minutes
2002-07-09

Present: Acosta (recorder), Chopey, Horie, Johnson, Lebbin (Chair).

Absent: Flynn, Minatodani, Sinclair, Suzuki

1. Approval of last meeting minutes
2. LPC Criteria and Procedures
   The ad hoc committee is working on the draft of the LPC Procedures. The committee will meet with University Administration and UHPA for a preliminary review and discussion of the draft document. Next, the committee will arrange a meeting between LPC and LSEB members to review the document. Following this meeting and revisions that may result, the draft document will be distributed to the entire library faculty and discussion meetings arranged. The method for voting on the two documents (Criteria and Procedures) still needs to be decided. Should they be voted on together as a package? Or as separate documents? Or perhaps each document by section? The ad hoc committee recommends the latter, feeling that if a negative vote occurs LSEB could address that specific section. Lebbin will send a message to the library faculty offering the opportunity to provide input on this issue. The question regarding how long faculty may use the old documents is still unresolved. Lebbin will ask Louise Kubo.

3. LSEB Chair meeting with Admin Group
   LSEB would like the salary list from which Administration is making its decisions on special salary adjustments. They also would like the DNS report on equipment purchases produced twice per year.

4. Monthly meeting with UL
   The University Librarian has asked to meet with the LSEB Chair monthly. Last week was the first such meeting. Diane expressed interest in the history of LSEB, the difference between LSEB and DHG, and how LSEB agenda items are determined. Diane reported that no work has been completed on the vision statement, and was curious as to LSEB's inquiries regarding it. She has not yet met the new Chancellor.

5. Staff Handbook
   Diane will be establishing a task force to work on revising the staff handbook. She has requested LSEB recommend one or two names for consideration to this task force. Lebbin will send a message out lisbsen-l soliciting volunteers.

6. Library Faculty issues survey
   In an effort to identify issues of faculty interest and to help guide the work of LSEB for the coming year, it was decided to conduct a faculty survey. Lebbin will draft a survey form and distribute to LSEB for comment and input. Responses received from the survey will be compiled and merged into major themes/headings; and then distributed to faculty for ranking.

7. Full Library Senate
   It was agreed to schedule the fall Full Library Senate meeting the month of
August. Lebbin will ask Diane to speak on the library vision and an UHPA representative to speak on faculty status and rights. To accommodate the various librarian faculty schedules, it was agreed to schedule one meeting in the morning and one in the afternoon.

8. Notes/Committee reports

Diane approved LSEB requests from faculty representatives on the Division Head Screening Committees. Library Senate election for representatives is in process.

A. UHPA Representative (Horie)

Ruth Horie attended the National Education Association (NEA) annual meeting in Dallas, June 30-July 5, as a delegate from UHPA. Other UHPA delegates were R. Sinikka Hayasaka (Leeward CC, former UHPA Pres.), Earl Nakahara (Honolulu CC), and Adrienne Valdez (UH-West O‘ahu). There was also one student delegate, Karen Wilcox, from the College of Education. The 4 UHPA delegates joined the HSTA delegation of more than 50 members, leadership and staff. Based on membership, UHPA is entitled to send up to 21 delegates. Ruth would like to encourage more members to attend.

The Representative Assembly that takes place at the annual meeting is the highest governing body of the organization, representing 2.7 million education employees who work in settings from preschool to graduate and professional schools. There were 8696 delegates and 5134 non-delegates (staff, administrators, guests, etc.) for a total attendance of 13,830. The next meeting will be held in New Orleans, July 1-6, 2003.

There were a number of issues that directly or indirectly related to higher education: intellectual property in distance education, choice of provider in distance education, teacher certification, staff development of education employees, discrimination, sexual harrassment, retirement, political action and endorsements, supporting the right to vote for union representation, and proportionate representation in governance based on the ethnic minority mix of the general population, etc.

For the Hawaii delegation the highlight of the assembly was sucessfully lobbying to update the NEA by-laws to reflect the inclusion in the 2000 census of Hawaiians with other Pacific Islanders as a distinct ethnic minority category. While lobbying we enjoyed meeting and exchanging token gifts with designated contact people from each state and constituency (mine was Texas, the host state).

Nominations are being sought for the two faculty representenative positions that will be open this fall. Martha Chantiny's two-year term ends and she could be re-elected. Ruth Horie is resigning as a faculty representative in order to begin serving on the Board as a Manoa at-large member, so the remaining one year of the term will be open.

The next Board of Directors meeting on Aug. 10 will feature political candidates seeking endorsements. Any UHPA member is welcome to attend. The UHPA homepage has the candidate questionnaire: www.uhpa.org

UHPA will participate in the Labor Day march on Mon. Sept. 2. The next Faculty Representatives Forum will be held Sept. 14.

Please contact me if you are member and you do not have a current copy of the UHPA By-laws. I have asked the UHPA staff to put a permanent link on the homepage to the current by-laws document.
B. Manoa Faculty Senate Representatives (Flynn)
The Manoa Faculty Senate has not met since the last LSEB meeting. No report.

C. Elections Committee (Chopey)
No report.

D. Staff Development (Minatodani)
No report.

E. Library Personnel Committee (Suzuki)
No report.

9. Next meeting: Tuesday, August 13 at 2:30, Admin Conference Room

Submitted by DeeDee Acosta (Secretary)