Meeting Minutes
2002-08-13

Present: Acosta (recorder), Barnard (for Chopey), Horie, Johnson, Lebbin (Chair), Minatodani, Sinclair.

Absent: Suzuki.

1. Approval of last meeting minutes
   Acosta will resubmit draft of 6/4 minutes for approval, and Lebbin will submit substantive changes to 7/9 minutes before Acosta will resubmit these also for approval.

2. Librarian faculty issues survey
   Lebbin, Johnson and Minatodani agreed to work together to reduce the responses received into several main themes for ranking. They will distribute a draft to LSEB for comments. Timeline is to complete draft and revision by the end of September to distribute to librarian faculty for ranking.

3. Library Senate associate members
   Discussion regarding APT as associate members. Discussion will be revisited in March 2003.

4. Priority list of faculty and staff positions
   As a result of LSEB Chair's meeting with the Library Administration Group on 6/3/02 it was agreed that "Administration will seek input, on an annual or semi-annual basis from Department Heads group and Library Senate Executive Board on the compilation of a prioritized list of needed faculty and staff positions." LSEB discussed a timeframe for creation (with broad faculty input) of it's priority list. It was agreed that this would be most useful following completion of the Library Strategic Plan. LSEB will revisit in January 2003.

5. LSEB submitted DeeDee Acosta and Nancy Sack names for appointment consideration to the task force being established to work on the Library Staff Handbook.

6. Notes/Committee reports
   A. Manoa Faculty Senate (Flynn - via email)
      1. Flynn was elected to the Senate Executive Committee (SEC) for the Manoa Faculty Senate. Jean Toyama resigned due to reassignment. Flynn filled the position as alternate from main election.
         Flynn will meet with the SEC every week and with Chancellor Englert every other week.
      2. The new SEC chair is Mike Forman. Other SEC members are Meda Chesney-Lind, Martha Crosby, Mary Tiles, Frank Sansone, and Denise Antolini.
      3. The first full Senate meeting is set for September 18, 3pm, Law 2.
         The first full Congress is set for October 16, 3pm, Law 2.
   B. UHPA Representative (Horie - via email)
Special salary adjustment applications may now be made on a new UH-SSA form-fillable PDF document. The form should be printed and submitted on paper. See: http://www.uhpa.org/

The primary election endorsement ballots were due Aug. 8. The Political Action Committee will be sending out another ballot for the general election endorsements.

The Organizing Committee continues its voter registration drive. Forms are in Hamilton and Sinclair staff rooms. See Ruth if more forms are needed. Registered voters who have moved since the last election 2 years ago need to re-register.

Ruth Horie will attend her first Board meeting on Aug. 10, representing Manoa at large.

Nomination forms for two open faculty representative positions for Library Services will be mailed around Aug. 14. Martha Chantiny's 2-year term ends, and Ruth Horie is resigning after serving 1 year because she was elected to the Board. Anyone willing to be nominated should make an announcement to all library faculty.

New faculty are encouraged to attend the new faculty orientation events Aug. 20-22.

UHPA will march as a unit in the Labor Day Parade, Mon. Sept. 2, from Magic Island to Kapiolani Park. The parade is sponsored by the Hawaii State AFL-CIO and the theme is "Lest we forget Hawaii's unsung heroes."

Bill Puette (UH-WO) has been researching the first Labor Day parade in Hawaii in 1900. Assemble at Magic Island at 9am. Free shuttles will run from Kapiolani Park to Magic Island from 8am. We hope to have truck in the parade for those who have difficulty walking. Wear your UHPA shirt and don't forget hat, sunglasses, sunscreen, water, comfortable shoes, etc. There will be a rally and a program at Kapiolani Park after the parade. Let Ruth know if you will march with the unit, if you need to ride the truck, and if you need a shirt.

The fall Faculty Representatives Forum will be held Sat. Sept. 14. Nominations are open for 3 positions on the Agenda Committee, which plans the fall and spring Forums.


Submitted by DeeDee Acosta (Secretary)