Library Senate Executive Board

Meeting Minutes
2005-05-04

Present:
LSEB: Barnard, Cartwright, Chopey, Christensen (chair), Horie, Kwok (recorder), Rutter, Sack, Schultz

Excused:
Flynn

Convened:
The meeting was called to order by Christensen (chair) at 10:15 am in Hamilton Library, Room 113.

1. Approval of 2005-04-20 minutes.
Approved

2. Additions

The Board briefly discussed how to proceed on the following Senate actions:

- Memorandum to Lassner (Director of ITS)
- Memorandum to Perushek (University Librarian) Regarding Personnel Reassignments
- Draft a Vote of No Confidence Document


The Board began discussing a draft of the review instrument for the evaluation of library administrators. Kwok briefed the Board on the process of developing the categories for evaluation; the rating system; and the format of the review instrument. The Board agreed on some minor revisions and will review the document in detail before the next Board meeting.

3. Committee Reports

Elections Committee (Sack): Elections Committee is conducting nominating and final rounds for the membership on the Elections Committee.

Manoa Faculty Senate (Chopey/Rutter): Announcement that Dore Minatodani is the new Manoa Faculty Senate representative for the library and will replace outgoing representative Mike Chopey on the Board. Rutter indicated that the Committee on Academic Policy and Planning had its last meeting of the academic year.

UHPA (Cartwright/Horie): UHPA was contacted regarding the potential relocation of the Acquisitions Department. J.N. Musto indicated that this is something to work through the Library Faculty Senate and the Manoa Faculty Senate. Anyone who accepts a half-time managerial position, removes him/herself from the faculty
bargaining unit.

**Staff Development Committee (Barnard):** Several more applicants have received their reimbursement checks. Also, a reminder to everyone, both faculty and staff, to think of the Staff development Committee as a source of funding when needed.

**Library Personnel Committee (Schultz):** Schultz met with Joan Hori, outgoing LPC Chair, to prepare for the fall season of library personnel actions.

4. **Next Meeting**

Executive Board, May 18, 2005, 10:00+ am. Location Hamilton Room 113.

5. **Adjourned**

11:00 am

Submitted by Theodore Kwok, Secretary