Library Senate Executive Board

Meeting Minutes
2005-08-10

Present:
LSEB: Barnard, Christensen (chair), Flynn, Horie, Minatodani, Rutter, Schultz (recorder), and Stone.

Excused:
Cartwright, Kwok

Convened:
The meeting was called to order by Christensen at 9:05 am in Hamilton Room 113.

Minutes were approved as corrected. Flynn will send corrections to Kwok.

2. Additions.
No additions

3. Announcements.
No announcements.

4. Examples and Substantiation for the "No Confidence" Vote.
Christensen distributed packets of material submitted by library faculty in response to LSEB’s call for examples or instances of University Librarian lack of leadership and appropriate management behavior. Names of submitters were redacted from the material. Christensen will create a summary collated list of events, actions and issues contained in the documents.

5. Committee Reports.

Staff Development Committee: Barnard presented revised versions of "Application for Staff Development Award" and "Staff Development Fund Statement of Policy" for board approval. Although the board did approve the revised application form, the policy statement revision according to the Library Senate by-laws needs to be presented to the full Senate membership. This item will be added to the agenda of the next full Senate meeting.

Library Personnel Committee: Schultz reported receiving a copy of a memo sent from Neal Smatresk, Vice Chancellor for Academic Affairs to University Librarian Perushek regarding the deadline for requesting waivers of the minimum educational or time in rank requirements for tenure and promotion. She announced that the
Library’s Personnel Officer Ishiki sent out an email notice on Aug. 9 notifying library faculty of this deadline. The Board asked Schultz to also send copies of Smatresk’s and Ishiki’s memos directly to each department head and potential tenure applicants to assure that they are aware of these deadlines. Board discussed the need for LPC to closely monitor all aspects of this year’s tenure/promotion/contract renewal process since Jean Ehrhorn’s retirement has left the Library’s Administrative Management Group without an experienced overseer of the procedures. Schultz says she has been consulting with Ishiki and will continue to do this.

**Elections Committee:** Stone announced that the committee is recruiting a Staff Development Chair. She reported that Nancy Sack was elected Library Senate Secretary. Her term begins September 1.

**Manoa Faculty Senate:** Rutter says she is serving as chair of the University Affiliated Research Center (UARC) Committee and is convening weekly meetings. This committee will make its report at the Faculty Senate meeting on September 21 and the issue will be on the agenda for the October Board of Regents meeting. Denise Konan, new interim Chancellor for the Manoa Campus will be addressing the August 31 meeting of the Senate. Rutter noted that Senate Committees are recruiting members and it would be very beneficial for a librarian to serve on the Research Committee.

**UHPA:** Ruth Horie reported that a Manoa Campus Security Committee has been formed, chaired by Tom Schroeder. UHPA was invited to send one representative. Monisha Das Gupta, chair of the UHPA Women’s Committee, is the current UHPA representative. Horie attended the August meeting for Das Gupta, who was away. The Security Committee decided to recommend lighting repairs and improvement, and plans to discuss other issues, including awareness-raising workshops. The UHPA Women’s Committee supports the workshops and hopes that raising awareness of problems such as sexual harassment and sex discrimination will reduce grievances, liability for the UH, and problems between faculty and students. Librarians are invited to bring up suggestions or questions for the Security Committee or the Women's Committee.

Submitted by Elaine Schultz in the Secretary’s absence.