

Library Senate Executive Board

Meeting Minutes 2005-12-28

Present:

Cartwright, Flynn (chair), Frost, Horie, Minatodani, Riedy, Rutter, Sack, Schultz

Excused:

Peacock

Guest:

Perushek

Convened:

The meeting was called to order by Flynn at 9:04am in Addition Yap Conference Room A153. The first order of business was agenda item 3, after which Perushek left the meeting.

1. Approval of LSEB minutes for November 30, 2005.

The minutes were approved.

2. Reports of officers, standing committees, and MFS representatives

Schultz (LPC) has requested that the LPC select its new chair.

Minatodani and Rutter (MFS): MFS is in recess until the spring semester.

Cartwright (UHPA): UHPA announced the sudden death of Sinikka Hayasaka, former president of UHPA, in Florida.

Horie: New faculty orientation lunch will take place on January 6. Fifteen UHPA Manoa directors will hold office hours at the Campus Center during lunchtime each week. The UHPA website will be revamped.

Riedy (SDC): Several grants have recently been approved. Forums will restart. Wil Frost will present a library forum on assessment. Another forum will be on the 442nd Regimental Combat Team Archives. Other ideas will be solicited.

3. University librarian

a. Questions from chair related to AUL for administration and public services.

LSEB chair: Is there a written description of Paula Mochida's position that can be shared with the librarians?

UL: Yes, it can be made available, although her job description will remain in flux. Administrators have taken on aspects of Jean's job and will give them up, as Paula is able to take on those roles. Admin recognizes that the job is too much for one person. Paula will supervise the Public Services Division and will see how much more she can take on later.

LSEB chair: Does the official line of reporting for the 37 faculty members in public

services shift on Tuesday, January 3 to Paula?

UL: Yes.

LSEB chair: How will the change be reflected in organizational charts?

UL: Because it is an interim position, the official organizational charts will not change but the library's internal working chart can be updated.

LSEB chair: For nearly 20 years, at least, the direction of the Public Services Division has been the responsibility of a faculty member. Was the faculty union consulted on the transfer of this to a management position?

UL: No, because it is an interim position.

b. Questions from chair related to VCAA recommendation

LSEB chair: There may be a rather large percentage of the library faculty that does not believe mediation or other strategic problem-solving programs are the answer to problems they see not simply as communication breakdowns, but as deficiencies in administrative responsibility. Do you have any plans for trying to persuade librarians to become optimistic participants in some strategic program for organizational change?

UL: There are no plans today. The outside facilitator may be part of that persuasion. This may be a good time to get faculty together to share my hopes and concerns. The "state of the library" address is for all staff, not simply the faculty.

LSEB: This issue is serious enough to warrant a separate meeting.

LSEB chair: If a large number of librarians refuse to participate in some type of facilitated program, most likely causing it to be unsuccessful, what else might you do to turn around the very poor morale?

UL: One-on-one talks with faculty can provide more background and context than a simple ballot. I am an ameliorist. I believe we need to talk and work things out and make changes together.

LSEB chair: The VCAA asked for a response by the end of the semester. The senate met, took a poll, and reported the results on Monday. The senate still needs to determine what the results mean and how to proceed.

UL: We know what the VCAA is suggesting. He may come up with other ideas. A member of another program for conflict resolution in the Communications Dept. has said that bringing in an outside facilitator is not a good idea for the library.

LSEB chair: The senate does not know precisely what the VCAA is suggesting and the LSEB still has several questions unanswered by the VCAA.

UL: The VCAA may feel that additional information is part of the process.

c. Question from UL: How library administration and I can be more supportive of faculty status and the role of librarians in our organization

UL: Are the faculty treated like staff? Is it a matter of more decision-making? Is it to align library faculty with teaching faculty?

LSEB: There needs to be a clearer delineation of decisions that belong to admin and those that belong to faculty, e.g., distribution of funds for acquisitions and selection of materials vs. fundraising. Faculty librarians select materials, and provide reference and instruction in support of teaching and learning on campus. Admin facilitates with direction, leadership, and vision, in a way that makes sense to faculty. The talents and knowledge of library faculty are not being tapped. Selectors have the most knowledge of the collections but that knowledge is not leaving the library. The VCAA says the library is a black hole. There is little coverage of the library in Ka Leo. Admin isn't telling the campus what librarians are doing.

UL: This is a good time to look at the budget. Jean and John created the budget and the UL just okayed it. The budget is centralized and inflexible. Departments get money only for student help. Admin will recruit quickly for a collection development officer whose job it will be to look at collections and their needs. That responsibility would have overwhelmed Jean and John.

LSEB: The annual reports contain the kind of information that needs to be more widely distributed. As it is, they reach a very small audience. Goal setting and assessment should result in something meaningful, rather than simply describing what we're doing anyway.

UL: One of Paula's responsibilities will be strategic planning.

d. Question from UL: Which committees to broaden and how. And perhaps also which new committees to appoint.

Frost suggested three ideas for new committees: a curriculum committee, to take an overall look at the needs for information literacy instruction and to design a library curriculum to serve those needs; a student services committee, to consider what students need to be successful in their coursework as that relates to the services and facilities of the libraries. It might investigate such services as library advisors, library-organized study groups, roving library guides, a formalized writing assignment advisory service, workshops, jobs and internships in the libraries, volunteer opportunities, expanded hours, different kinds of study spaces in the libraries, etc.; and a research committee, to consider what kinds of research could give us a better understanding of the needs of our users. It might include user surveys, citation analysis of theses and dissertations, expanded usability testing of online interfaces created by the library, compilations of faculty publications, etc.

Regarding existing committees, Flynn suggested that committees closely reflect the stakeholders, with committee members selected by the faculty, that the committee's charge be very clearly articulated, and that the actual decision-making processes be clarified and used. Frost added that perhaps committees should be chaired only by faculty.

4. Results of poll regarding VCAA recommendation

Flynn will send a message to libfac-I encouraging discussion on the list and offering to post messages for librarians who wish to remain anonymous. Flynn will apprise the VCAA of the results of the poll.

5. New business

Discussion postponed.

The meeting was adjourned at 11:22.

Submitted by Nancy Sack, secretary