Library Senate Executive Board

Meeting Minutes
2006-01-25

Present:
Flynn (chair), Frost, Horie, Minatodani, Peacock, Riedy, Rutter, Sack, Schultz

Excused:
Cartwright

Convened:
The meeting was called to order by Flynn at 9:05 am in Addition Yap Conference Room A153.

The minutes were approved with corrections.

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

Flynn reported that he sent a message to Vice Chancellor Smatresk on January 19, regarding the senate's decision not to facilitate his recommendations of November 22, and to request again that he conduct a performance evaluation of the UL.

Frost: The Elections Committee’s next activity will be to prepare the 5-year roster.

Schultz: LPC will meet soon to select a new chair.

Riedy: The Staff Development Committee is working with Jan Zastrow (as liaison selected by admin) to revive the library forums. The first one, in March, will be on the 442nd RCT papers.

Rutter: Notes from the January 23 MFS meeting were sent out by e-mail.

Horie: So far it has been impossible to set up a meeting with Mary Tiles, Ed Yuen, and JN Musto to discuss Article XXIII—the rank of department chair/head.

There were no other reports.

3. Senate meeting time and attendance / raised by senate members

LSEB members had no recommendation to change the process by which senate requests are received, reviewed, brought to the senate floor, and disposed of. Attendance at senate meetings may be low because senators may have become tired of the work related to recent and ongoing actions. The board decided to maintain the once-a-month meeting schedule. To facilitate greater participation the meeting time will be changed to 1:30 pm, starting with the February 15 meeting. A second reminder will be sent to the senate list the day before each meeting.
4. UL's 1/18 call for private meetings / concerns raised by senate members

LSEB will encourage the UL to use a different means of gathering input.

5. Input for draft report of 2005 Senate Evaluation of Library Administrators

LSEB will recommend to the senate (1) that the review of library administrators be conducted annually, during the fall semester; (2) that the instructions clarify that comments are not required, and also specify what will be done with any comments that are received; (3) that a follow-up committee be set up to review the annual evaluation with the administrator; and (4) that future evaluations use a web-based form, provided confidentiality and anonymity can be ensured.

6. New business

Peacock informed LSEB that she would be taking a sabbatical leave from April to September. In accordance with the senate bylaws, the LSEB chair will appoint an acting vice-chair to serve until Peacock returns.

The meeting was adjourned at 11:00.

Submitted by Nancy Sack, secretary