Library Senate Executive Board

Meeting Minutes
2008-04-01

Present:
Grosenheider, Lebbin, Polansky, Rutter, Solyom, Wermager

Convened:
The meeting was called to order by Lebbin at 1:35 pm in the BHSD Conference Room.

1. Minutes of March 4, 2008, meeting were approved.

2. Reports of Officers, Standing Committees, and MFS Representatives

Library Personnel Committee: Polansky is editing and reformatting the two changes to the LPC bylaws recently approved by the Library Faculty Senate. The approved changes will be forwarded to UHPA and UH Administration.

Elections Committee: Solyom noted that an election for a new Elections Committee member will be conducted by May 1. Recent changes to the Elections Committee bylaws reduced the number of members from 5 to 3. Two of the current members will remain on the committee. Members are elected for a two-year term. The Committee is updating the current Library Senate Five-Year Committee Service Roster.

Strategic Planning: According to Grosenheider the final report of the PloT group was submitted to the Interim University Librarian. Although LSEB had asked that the Library Senate have an opportunity to provide formal input on the final Strategic Plan draft before it went to Library Administration, it was unfortunate that the last Senate meeting lacked a quorum and was therefore unable to formally comment on PloT’s final report before it was sent to the Interim University Librarian. The next step of the strategic planning process will be for LDC to discuss the Plan’s Goals and Objectives.

3. Invitation to UHM Chancellor

Having received no response to two emails and a subsequent fax to the Chancellor, inviting her to attend a meeting with librarian faculty to discuss recruitment of the library management positions, Lebbin asked how best to proceed. Several members suggested Lebbin request a face-to-face meeting with the Chancellor in order to break the apparent communication logjam. Lebbin will request a meeting with the Chancellor for herself and Rutter.

4. Resolution on the Rank of Departments Heads

Lebbin reported no response from the Interim University Librarian regarding the Library Senate approved resolution on the rank of department heads. She will follow up with Mochida.

5. FY09 Library Supplemental Budget Request & FY09-11
Biennium Budget Request

The follow-up email to LSEB from the Interim University Librarian regarding the FY09 Library Supplemental Budget Request and the FY09-11 Biennium Budget Request did not fully answer LSEB’s questions. Some of the unanswered questions concern transparency of the internal decision-making process on the eight positions in the budget request and clarification of the timeline for the new biennium budget so that library faculty have a chance for input in that and subsequent budget requests. LSEB asked Lebbin to follow up with Mochida.

6. Librarian Faculty Travel

The status of funding for librarian faculty travel remains unclear since Library Administration did not support the Travel Task Force recommendation made in 2006. Before pursuing the issue of librarian faculty travel funding, it was suggested to obtain a copy of librarian travel funding for FY 06-07 and 07-08. Lebbin will ask the Interim University Librarian for this information.

7. New Business

*Nina Horio Award:* Lebbin reported receiving a nomination recommendation for the Nina D. P. Horio Excellence in Librarianship Award. According to the award’s procedure, LSEB will form a selection committee. Members suggested several potential names. Lebbin will contact those named to see if they will serve.

*Librarian Faculty Search Committee Guidelines:* Lebbin obtained an undated copy of a document that was created by several librarians, detailing procedures used for several years in the past in forming search committees for faculty positions. Lebbin will inquire whether those guidelines are still being followed by Library Administration.

*Evaluation Documents:* The paper copies of the Evaluation of Library Administrators that occurred in 2005 and 2008 still need to be shredded.

Next LSEB meeting on Tuesday, April 15.

Meeting adjourned at 2:40 pm.

Submitted by Paul Wermager, secretary