Library Senate Executive Board

Meeting Minutes
2008-10-28

Present:
Carlson, Cartwright, Flynn, Horie, Kellett, Lebbin, Polansky, Rutter, Saeki

Convened:
The meeting was called to order by Lebbin at 10:05 a.m. in the BHSD Conference Room.

1. Minutes of September 23, 2008, meeting were approved as amended.

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

Staff Development
Carlson reported the Committee met and discussed how to gather input from its constituents to help form recommendations for the future of the Committee. SDC will send out a brief survey and hold open meetings. The Committee hopes to have this part of the process wrapped up by early December.

The Committee also has planned two programs for this year: a program on donating to UH scheduled for early December, and a session on sustainability scheduled for spring.

Elections
No report.

MFS Representative

At the last Faculty Congress, David Hafner presented on the status of facilities on the Manoa campus, including the construction, repair and maintenance on campus and how to save on utility costs.

LPC

The Committee is reviewing promotion and tenure dossiers.

Chair

Lebbin attended "A Conversation with the Chancellor" on Oct. 22, which was possibly a meeting for department chairs, not faculty senate chairs. The Chancellor asked her guests to suggest areas of strength on the campus and areas requiring improvement.
Lebbin sent to LSEB via e-mail the draft memo to IUL Mochida regarding Library Senate concerns regarding Library Administration's report to the House Finance and Senate Ways & Means Committee. She will send to IUL Mochida

**UHPA Representative**

Due to the conflict with the Manoa Faculty Congress on October 15, another Manoa campus bargaining information meeting was added on October 23. Additional questions from members may be posed to the negotiating team via the bargaining website. The same Powerpoint that was used at all the meetings will be posted on the UHPA site after all the campus meetings have concluded. Horie will ask if a summary of questions and answers from the meetings can be included as well. Richard Morris at UH Hilo is the librarian on the negotiating team.

**3. Travel Funds**

IUL Mochida will attend the Nov. 18 Library Senate meeting to respond to Senate questions and concerns regarding the Faculty Travel Report. Lebbin will ask Senate via e-mail to submit additional questions or comments and forward to IUL Mochida prior to the Nov. 18 meeting.

**4. Bylaw Revision to Enable Electronic Voting on Issues**

In his research, Flynn only found examples of electronic voting in emergency situations. LSEB decided not to pursue the bylaw revision further.

**5. Composition of Search Committees**

Rutter suggested meeting with Library Administration to negotiate the composition of search committees. Lebbin suggested that the ad hoc Senate committee could first gather input from library faculty and develop a set of principals to work on with Library Administration. Polansky joined the committee as an advisor. Carlson will seek out additional members for the committee. The committee will report back by the next LSEB meeting.

**6. Library Reorganization**

LSEB will ask IUL Mochida to provide an update on the status of the reorganization process at the Nov. 18 meeting.

**7. Recruitment for Permanent University Librarian**

LSEB will ask IUL Mochida to provide an update on the status of the permanent UL recruitment at the Nov. 18 meeting.

Next LSEB meeting: Tuesday, Nov. 25, 10 a.m., BHSD Conference Room.

Meeting adjourned at 10:58 a.m.

Submitted by Lori Ann Saeki