Library Senate Executive Board

Meeting Minutes
2009-01-27

Present:
Lebbin (Chair), Carlson, Christensen, Flynn, Horie, Kellett, Rutter, Saeki

Convened:
The meeting was called to order by Lebbin at 10:35 a.m. in the BHSD Conference Room.

1. Minutes of November 25, 2008, meeting were approved as amended.

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

LPC

Flynn was selected as the new chair of LPC.

The Committee received a recommendation from Elections Chair Cartwright regarding the length of time that alternates are ineligible for reelection to LPC. The Committee will review the proposal.

The Committee is still working on its recommendation regarding UH Executive Policy E9.215, Tenure Upon Initial Appointment, and may postpone delivering its recommendation to the full Senate.

Lebbin suggested discussing LPC policy for clarification on post-tenure review on whether documents submitted by applicant be forwarded to Administration.

Staff Development

The Staff Development Committee is sponsoring a presentation on sustainability on Jan. 22.

MFS Representative

Christensen forwarded the process committee proposal to the Senate via e-mail. IUL Mochida followed up that the Library would evaluate itself and can choose which rubric to use.

The Manoa Faculty Senate approved a motion to send to the Chancellor that the period for review is too short.

Flynn recommended LSEB request Mochida brief the Board on the status of the evaluation process at MET and LET and how faculty will be engaged in the process.
ACTION: Christensen and Lebbin will draft a memo inviting Mochida to the Feb. 10 Senate meeting and will first send to LSEB for review.

MFS will also hold elections Feb. 16 – 27. E-mails will be sent out Feb. 2 - 13. Both of the Library’s MFS representatives are up for election, and the constituency can decide if it would like to stagger terms for their senators.

UHHPA Representative

At least 12 members marched in the Jan. 19 Martin Luther King, Jr. Day parade.

There was an article on collective bargaining on the front page of Ka Leo, Jan. 26. An update is on the Web: www.uhpa.org

Horie and Flynn contacted and welcomed new librarians Allie Jordan and Naomi Chow. Horie contacted Adam Pang, a new Learning Assistance Center faculty member who has office space in Sinclair Library.

Jim Kardash at UHPA replied that Departmental Personnel Committees would use their existing procedures, criteria, etc. and decide whether or not to make a recommendation for tenure for an administrator. DPCs are required to provide a statement of strengths and weakness, and to be aware that the criteria are for work the applicant is providing in their dossier as an academic faculty member and not as an administrator.

3. Travel Funds

LSEB will request IUL provide the Board with the policy she is using for awarding travel funds and the location where faculty can see the policy. LSEB will also recommend Admin have faculty list where they plan to travel at the beginning of the fiscal year. Lebbin will draft a memo with these recommendations and send to LSEB before forwarding to the IUL.

4. Report to House Finance and Senate Ways & Means Committee

LSEB discussed IUL Mochida’s response to the Senate’s Oct. 30, 2008, memo. Lebbin will add it to the agenda for the Feb. 10 meeting of the full Senate for further discussion.

5. Composition of Search Committees

The Committee on the composition of search committees will meet in February.

6. New Business

Lebbin will again follow up with the Chancellor regarding the stats of the search for a permanent University Librarian.

Next LSEB meeting: Tuesday, Feb. 24, 10:30 a.m., BHSD Conference Room.
Meeting adjourned at 11:47 a.m.

Submitted by Lori Ann Saeki