Library Senate Executive Board

Meeting Minutes

Present: Yati Paseng (chair); Gwen Sinclair (vice-chair/chain elect), Ruth Horie (UHPA), Stu Dawrs (Secretary), Jude Yang (Elections), Susan Johnson (LPC), Jim Cartwright (MFS).

Excused: Carol Kellett (MFS)

Convened: 10:30 a.m.

1) Approval of minutes from March 08, 2011 LSEB meeting. Minutes approved.

[Secretary’s note: The LSEB meeting scheduled for April 12, 2011, was postponed until May 10, in favor of an April 12 emergency meeting of the full library senate.]

2) Reports:

Chair: Paseng gives thanks to Gwen Sinclair for assuming position of chair during chair’s absence, particularly given the added workload of senate meetings and response to proposed library reorganization.

Vice-Chair: No report.

secretary: No report.

LPC: No report.

Elections: Yang reports that committee will shortly be conducting election for two Elections Committee members, including a new chair.

MFS: Cartwright reports that the motion to approve reclassification of Manoa faculty has been tabled until fall. Committee on Research and Committee on Professional Matters will both be dealing with it. It could be that the proposal is an innocuous attempt by research faculty, who may feel they’d be better off as “I” faculty. However, it is uncertain and library faculty need to continue to watch it.

Another thing that does not directly apply to the library is the proposed change in policy to allow students to retake courses and change a grade up to three times over the course of their academic career. Has been approved by MFS; whether it will be approved by Manoa admin. remains to be seen.

UHPA: Horie reports election results from May 7, 2011 Board meeting:

President: Adrienne Valdez (West Oahu)
Vice President: Dennis Vanairsdale (Kapiolani CC)
Treasurer: Paulette Feeney (Manoa Outreach College)
Secretary: John Wendell (Manoa College of Business)

At-large members to the Executive Committee:
Maggie Bruck (Maui CC)
Catherine Bye (Manoa Law Library)
Martha Crosby (Manoa Information and Computer Sciences)

Horie has been in contact with members of the Industrial Relations Center (IRC) regarding the reorganization proposal. The IRC's comment posted on the Intranet indicates that the proposed reorganization will alter the agreement by which their unit became part of Library Services in 2010.

Horie will work with Dore Minatodani this summer to compile documentation on the history of the B librarian faculty classification, in preparation for the Manoa Faculty Senate discussions to resume in the fall.

In accordance with Board of Regents' policy, the following definitions of Faculty are used in this Agreement: C (all faculty at the Community Colleges), I (instructional), R (researcher), S (specialist), B (librarian), A (county extension agent), M (clinical medicine) and J (legal instruction). http://www.uhpa.org/uhpa-bor-contract/100129-2009-2015-agreement-for-website.pdf/view

3) Follow up to re-org proposal.
Paseng: Has downloaded three documents that LSEB might want to consult:

a. Chart available at Vice-Chancellor for Academic Affairs website. We are now at “c” on this chart. According to the document, library administration should have to read the proposal comments and document how they were resolved. Comments can’t just be acknowledged and attached to the document; it has to include a statement somewhere showing how the concerns have been addressed.

Paseng: Should I ask University Librarian if she has made a decision re: the faculty senate resolution? [Requesting that the library administration delay forwarding of proposal to MFS until fall, when the entire Senate will be back on campus.] So far UL has said she will take it into consideration.

Cartwright: Perhaps better to wait until early next week.

Action: Paseng will wait until next week and then contact UL Mochida to request update on decision re: resolution.

4) Further action by LSEB on proposed library reorganization.

Horie: Has received some feedback saying LSEB should only be looking at “yes” and “no” answers, rather than including “no opinion” responses to recent poll of library faculty regarding proposed reorganization.

Cartwright: We shouldn’t send something to MFS that we haven’t sent to library administration.

Sinclair: The poll was not taken with the intent of providing data to various entities, but to give LSEB guidance on how it should respond on behalf of the library faculty senate. It should therefore not be sent to MFS in present form.

Cartwright: There is the possibility that LSEB could do another poll.

Sinclair: LSEB would need to rewrite the questions. Should perhaps use Likert
scale—“strongly agree” to “strongly disagree.”

Horie: This is not the best time to do another poll. LSEB should wait to see how the document is amended by library administration before discussing further responses to it.

Paseng: Should LSEB wait until it sees the revised proposal?

Action: General agreement to wait until a revised document is available.

5) Evaluating Library Administrators.

Paseng: Do we only evaluate University Librarian or all administrators?

Sinclair: It seems unfair to evaluate the AULs until they’ve been on the job a full two years. May 4, 2010 LSEB minutes refer to an evaluation committee with James Adamson as chair; unclear whether results had been gathered.

Action: Paseng will check with Sara Rutter and James Adamson on status of evaluation.

6) Documents relating to library senate Staff Development Committee (which was dissolved August 18, 2010).

Cartwright: When LSEB decides the documents are no longer needed for day-to-day LSEB functions, they should go to the University Archives. It will be a closed series of documents, will not grow any further.

Paseng: Can pass the documents to Sinclair so she can assess as to whether anything is needed for LSEB functioning. If not, will send to Archives. Paseng also has Nin Horio plaque in her possession. Will pass it on to Sinclair.

Sinclair: Why isn’t it on display somewhere? We should ask University librarian where it can be displayed. Perhaps in the administration conference room or the outer administration office?

Meeting adjourned 11:30.