Library Senate Executive Board

Emergency Meeting Minutes
23 November 2011, Hamilton Rm 027

Present: Eileen Herring (Secretary), Ruth Horie (Parliamentarian), Allie Jordan (Elections), Dore Minatodani (MFS), Gwen Sinclair (Chair)

Absent: Jim Cartwright (MFS), David Flynn (UHPA), Susan Johnson (LPC), Pat Polansky (vice-chair/chair elect)

Convened: 3:00 p.m.

The LSEB met to develop a proposal for implementing the motions passed at the Emergency Library Faculty Senate meeting on 22 November 2011. Minatodani prepared a draft timeline and process steps for the group to use as a starting point. The group discussed the time frame required by the externally imposed 20 January 2012 deadline, the composition of the committee necessary for the implementation of the motions, and the specificity of the charges given to the committee. The group agreed that the following proposal would be presented to the Library Faculty Senate at the next emergency meeting scheduled for 28 November 2011.

The Library Senate Executive Board in an emergency meeting on 23 November 2011 in Room 27 prepared the following proposal for a process to implement the motions of the Library Faculty Senate emergency meeting held on 22 November 2011 i.e. to recommend a timeline and a process by which an Interim University Librarian will be selected and the selection of two nominees to recommend to the VCAA for Interim University Librarian.

The Library Senate Executive Board in an emergency meeting on 23 November 2011 in Room 27 prepared the following proposal for a process to implement the motions of the Library Faculty Senate emergency meeting held on 22 November 2011 i.e. to recommend a timeline and a process by which an Interim University Librarian will be selected and the selection of two nominees to recommend to the VCAA for Interim University Librarian.

1. An Interim University Librarian Review Committee will be formed. Immediately following this Library Faculty Senate meeting, the Elections Committee will issue an email call for self-nominations to this IUL Committee. These self-nominations are due to the Elections Committee by return email no later than 5:00 p.m. on 30 November 2011. These self-nominated committee members must be voting members of the Library Faculty Senate. If more than three (3) self-nominations are received, the Elections Committee will conduct an election from among these to identify the top three who will then become IUL Review Committee members.

2. The Library Faculty Senate will invite both the VCAA and the Library Administration to appoint one representative each to the IUL Review Committee.
3. Committee members determine timeline and process for soliciting self-nominations for Interim UL, evaluating them, and selecting two individuals to be recommended to the VCAA.

4. Charge of committee: solicit self-nominations from UHM Library current administrators and tenured Library faculty members at rank IV or above for IUL. The committee will establish a process for vetting the candidates and forwarding the names of candidates determined to be qualified to the Senate et al for a ranking vote. The committee will formulate questions for the candidates to answer, and the questions and responses will be forwarded to the Library faculty and staff prior to the ranking vote.

5. Groups included in the ranking election: BU 3, 4, 7, 8, E/M

6. Ranking election must be concluded by January 13. Results will be announced by email. Senate chair will forward results of ranking election to VCAA, along with an explanation of how the process was conducted within 2 working days.

Submitted by Eileen Herring