Library Senate Executive Board

Meeting Minutes
13 December 2011, Hamilton Rm 027

Present: Jim Cartwright (MFS), David Flynn (UHPA), Eileen Herring (Secretary), Ruth Horie (Parliamentarian), Allie Jordan (Elections), Dore Minatodani (MFS), Pat Polansky (Vice-Chair/Chair Elect), Gwen Sinclair (Chair)

Absent: Susan Johnson (LPC)

Convened: 10:30 a.m.

1. Minutes Approval

   a. The minutes for the 8 Nov 2011 meeting were approved with one small correction.
   b. The minutes for the 23 Nov 2011 emergency meeting were approved.

2. Reports

   a. Chair: Sinclair attended the ACCFSC meeting last week. The Chair will follow up on the fact that there isn't a UH Manoa representative on the football coach screening committee. The Engineering Department Chair had several items for discussion some of which brought up some gray areas in jurisdiction between the campus and systemwide, such as the assignment and management of faculty housing. He also requested information on the formulas for administrative salaries which will be requested from Vice President Linda Johnsrud's office.
   b. Vice Chair: No report
   c. Elections: Jordan reported that the LPC elections had concluded. The two new Committee members are Sharon Ouchi and Beth Tillinghast. The three alternates in descending order of votes are Tokiko Bazzell, Joan Hori, and Jodie Mattos.
   d. Library Personnel Committee: Absent
   e. Manoa Faculty Senate: Cartwright said that there had also been discussion about the composition of the football coach screening committee in the athletics committee meeting. He announced that UH Manoa athletes are planning a faculty appreciation event.
   f. UHPA: no report. The announcement was made that UHPA will be participating in the Martin Luther King Day Parade and invites its members to join.

3. Old Business

   a. Reorganization Proposal: The LSEB discussed whether or not further actions could or should be taken regarding the reorganization proposal. Members expressed concern that the documents still had not been posted by Vice Chancellor Cutshaw's office. It was decided that a memo should be sent asking about when the reorganization would be posted to the Web and requesting that the Interim University Librarian attend a forum open to all Library faculty and staff at which he would explain the changes in the
current revision of the reorganization documents. After discussion of who the "responsible party" is for the documents, it was determined that the memo should go the current Interim University Librarian rather than to a Vice Chancellor. The reorganization discussion was followed by a discussion of the lack of congruency between our current organization and the still operative organization chart. Several areas of concern were identified:
- The lack of a Public Services Division Head corresponding to the Collection Services Division Head
- The lack of an Acquisitions Librarian
- A need to re-examine the Sinclair music librarian position in light of changes in media collection development and our current lack of a video librarian

b. Nina Horio Award: Discussion was postponed.
c. Constitutional Amendment Election: An election will be held on revising the Constitution regarding the Parliamentarian position.

4. New Business

a. Agenda for 17 Jan 2012 full Senate meeting: A friendly invitation will be extended to Interim University Librarian Gregg Geary to attend the Senate meeting in order to discuss collaboration between Library administration and the Faculty Senate.

The meeting was adjourned at 11:45 am.

Submitted by Eileen Herring