Library Senate Executive Board
Meeting Minutes
14 February 2012, Hamilton Rm 027

Present: Jim Cartwright (MFS), David Flynn (UHPA), Eileen Herring (Secretary), Dore Minatodani (MFS), Pat Polansky (Vice-Chair/Chair Elect), Sara Rutter (LPC), Gwen Sinclair (Chair)

Absent: Nancy Sack (Elections)

Convened: 10:30 a.m.

1. Minutes Approval

The minutes for the 13 December 2011 meeting were approved.

2. Reports

a. Chair (Sinclair): Sinclair attended the ACCFSC meeting. President Greenwood attended the meeting for the first time; she felt that the role of the ACCFSC should be consultative in areas of academic concern. System wide access to library resources were discussed; the main impediment to expanding access to all campus was identified as significantly increased costs; it was suggested that the Council invite Interim University Librarian Geary to a meeting to address the group about these issues. Dasenbrock reviewed common course numbering problems; course numbers within a discipline should mean the same thing across all UH campuses; renumbering creates problems for some academic departments so he recommended beginning with the easy ones first.

b. Vice Chair (Polansky): Polansky raised her concerns about being required to learn Robert’s Rules of Order in order to function as Chair of the Library Faculty Senate. She expressed her belief that she would be unable to use conform to the Rules in running meetings. This raised the issue of whether or not/how an elected officer can resign. This was followed by an extensive discussion of both the advantages of Robert’s Rules of Order and the role of service as a faculty responsibility. Minatodani requested that the issue of participation and service be added to the agenda for the next Library Faculty Senate meeting.

c. Secretary (Herring): Herring reported that she completed the extensive updates that had to be made to both the senate Web page and the LSEB and Library Faculty Senate listservs. These updates were necessitated by the omission of many APTs as Associate Members as well as the recent retirements and other changes in status. Herring then asked for a discussion of the status of the current Library Faculty Senate Web site. Since Secretary is an elected position, past Secretaries have not always had the necessary software and/or skills to properly maintain the Web site. She suggested that the Senate consider moving the Web pages to another, easier to learn platform such as LibGuides. Cartwright stated that the University Archives is the official repository for Library Faculty Senate. This information was not in the papers that Herring received when she
started as Secretary and it appears that the current Web site has been being used as an archive. It was decided that, at the next Senate meeting, the Secretary would call for volunteers to form a task force to review the current Web site and make recommendations for improvements.

d. Elections: Sinclair reported that Sack would be the Elections Committee Chair for the duration of Jordan’s term. Sack will not generally be able to attend LSEB meetings because she does not currently work on Tuesdays. There were difficulties encountered in obtaining a chair for this Committee and it was decided that the issue of how Chairs are currently selected would be put on the agenda for the full Senate meeting.

e. Library Personnel Committee (Rutter): Rutter and Chopey are co-chairing the LPC. Chopey is taking responsibility for operations and Rutter will be the official representative. The current LPC revised policies and procedures are under review by the Vice Chancellor for Academic Affairs office; they will have to be revised again in order to bring them into line with campus standards especially with regard to external evaluator procedures. Grosenheider has asked the LPC to develop standards regarding civility and collegiality that can be incorporated into the existing tenure and promotion process. He has also asked them to work with him on developing best practices for hiring librarians.

f. Manoa Faculty Senate (Minatodani): Minatodani reported that the General Education Committee is working on institutional learning outcomes.

g. UHPA (Flynn): UHPA comments on the library’s reorganization proposal have not yet been received.

3. Old Business

Discussions of the reorganization proposal and the Nina Horio Award were postponed due to lack of time.

4. New Business

Minatodani requested that the implementation of PRIMO and a discussion of principles of public services be added to the agenda for the upcoming Library Faculty Senate meeting.

The meeting was adjourned at 12:00 pm.

Submitted by Eileen Herring