Library Senate Executive Board

Meeting Minutes
13 March 2012, Hamilton Rm 027

Present: Jim Cartwright (MFS), David Flynn (UHPA), Eileen Herring (Secretary), Dore Minatodani (MFS), Allen Riedy (Vice-Chair), Sara Rutter (LPC), Nancy Sack (Elections), Gwen Sinclair (Chair)

Absent: Nancy Sack (Elections)

Convened: 10:30 a.m.

1. Minutes Approval

The minutes for the 14 February 2012 meeting were approved.

2. Reports

a. Chair (Sinclair):
   i. Vice Chair Appointment - Allen Riedy has agreed to serve the remainder of Polansky’s term as Vice Chair. No objections to the appointment were raised. Elections will need to be held for both Chair and Vice Chair at the end of the term; it was suggested that the election for the Chair be held first so that person elected could be removed from the election for Vice-Chair.

   ii. Meeting with Grosenheider about Faculty Service - As requested at the February Library Faculty Senate meeting, Sinclair met with Grosenheider regarding faculty service. She learned that the AUL responsible for personnel currently meets with all prospective employees in order to provide uniform information to all of them. He discusses expectations and service is mentioned in the discussion. In addition, department heads often review faculty service expectations, but this process and information provided could vary among departments. Participation in the Library Faculty Senate is one component of service. In order to provide consistent information about the Senate it was decided that the Secretary would send an email to all new library faculty welcoming them to the Senate. Herring will draft such an email for LSEB review and comment.

   iii. Meeting with Geary about Reorganization - Pursuant to the retraction of the reorganization proposal and the Library Faculty Senate’s memo, Geary met with Sinclair to discuss how the Library can move forward especially on the changes that had some support such as the Special Research Collection. However, the interim status of the University Librarian was a significant concern and that situation also applies to the current Interim University Librarian. Geary stated that he is interested in working on how resources are allocated within the Library and how those priorities are set. He expressed concerns about lack of faculty participation in administration committees. This issue provoked considerable discussion about the committees that Library Administration chose to pursue and their relevance to the future of the Library. The LSEB felt that the important
planning step was being omitted and that these committees needed to be
developed based on agreement between Library administration and faculty
on what the Libraries priorities are.

b. Secretary (Herring): Herring reported that there were four volunteers to
work on the Web site task force: Carolyn Dennison, Carol Kellett, Asako
Shiba, and Nackil Sung. Herring met with the group and explained some of
the problems that she had encountered. The group will explore a variety of
options and expect to have a proposal before the new Secretary's term
begins in September.

c. Elections (Sack): Sack reported that review of the 5-year roster is the
next task they will undertake in preparation for the next election cycle.

d. Library Personnel Committee (Rutter): No report.

e. Manoa Faculty Senate (Cartwright and Minatodani): Minatodani
reported that Gwen Sinclair has been elected as a new representative to
the Manoa Faculty Senate (MFS). Cartwright's term continues through the
end of August. The Senate Executive Committee (SEC) has put forward a
motion to establish an ongoing task force on the subject of faculty
classifications. WASC is proposing five ‘graduation proficiencies’ for
undergraduates, one of which is information literacy. The MFS General
Education Committee feels that this is a place where UH Manoa could
improve. This may be an opportunity for the library to become more of a
participant in campus programs.

f. UHPA (Flynn): No report.

3. Old Business

a. Reorganization Proposal and Current Organization: Sinclair asked
the Board whether or not this issue should be included on the agenda for
the upcoming Library Faculty Senate meeting. As a result of the ensuing
discussion, the LSEB felt that it would be important for the Interim
University Librarian to let the Senate know how he intends to reconcile the
current organizational chart with how the library is functioning.

b. Faculty Classification: As Minatodani reported, the MFS has asked
the SEC to organize a multiyear task force to look into the issues of faculty
classifications. This issue arose in the MFS because the current I
(Instruction) and R (Research) classification descriptions do not reflect the
current institutional reality. It was also felt that there might have been
inappropriate applications of the S (Specialist) classification. Minatodani
raised the question of whether or not librarians want to be included in the
consolidation of classifications. Although our definitions and evaluation
criteria are clearly written and applied, LSEB felt that we would want to be
represented on the task force. This would be a multi-year commitment and
one in which the Library would be best represented by librarian(s) with an
understanding of the history of our faculty status. Because of this, LSEB
felt that it would be best if the election were limited to nominations. Faculty
could either self-nominate or nominate another librarian with that
librarianâ€™s permission. Sinclair will propose a motion to have such an
election at the upcoming Senate meeting.
4. New Business

A number of new business items were mentioned briefly before members had to leave. One was to ask how position descriptions are changed and who determines the composition of selection committees; does the library or campus have active hiring procedures; it was suggested that Grosenheider and/or Geary be invited to discuss these issues at a future Senate meeting.

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

The meeting was adjourned at 12:20 pm.

Submitted by Eileen Herring