Library Council
Wednesday, July 8, 2026
9:00 AM, 311G and Zoom

Library Council Present: Colby Cilento, Carrie Forbes, Ellie Harman, Logan Janicki, Jennifer Sharkey, Chris Worland

Agenda

I. Call to Order

Vice Chair Chris Worland called the meeting to order at 9:01 AM.

II. Approval of Minutes from 6/24/26 Library Council Meeting

Library Council approved the 6/24/26 meeting minutes.

III. Public Comments

Vice Chair Worland noted that no speakers had registered for public comment.

IV. Information Items

There were no information items on the agenda.

V. Discussion Items

A. Primo VE NDE Task Force (Norris)

Grace Norris, Electronic Resources Librarian, explained that she met with Associate Dean for Information Assets Andy Wesolek and Library Information Technology Services (LITS) Director Paul Unsbee to discuss the new user interface and discovery experience in Primo VE. The new changes are planned for July 2027, but since the discovery services position in the library is vacant, the Consortium of Academic and Research Libraries in Illinois (CARLI) can assist with implementation if the position is not filled by then. The task force was suggested to help that process go smoothly, identify impacts on existing customizations, and solicit feedback from liaisons. This would have needed changes ready to give to a discovery position, if filled in that time frame, or enable us to evaluate the capacity for changes to be made in-house or by CARLI. New features for consideration could be identified for an eventual discovery position.

Norris explained that the taskforce would start work this fall and complete their recommendation by February to give adequate time for changes before the July implementation date. The suggested taskforce make-up consisted of:

- Coordinator: Grace Norris, Electronic Resources Librarian
- Admin representative: Andy Wesolek, Associate Dean for Information Assets
- Representatives from LITS: User Experience Design Manager Elias Wrightham and Database Administrator Jason Paul

- Information Assets representative: Lindsey Skaggs, Scholarly Communication Librarian, who formerly held a discovery services role
- Patron Services representatives: Jeff Ridinger, Head of Patron Services, and another as-of-yet unnamed representative from interlibrary loan (ILL)

Dean Carrie Forbes asked if those mentioned knew they had been suggested for the taskforce or if they needed to be contacted; whereby, Norris believed they all had been made aware except a potential volunteer from ILL. She explained they wanted an ILL representative because a lot of what was happening would impact those requests.

Vice Chair Worland suggested that perhaps the task force could provide an update at Library Council (LC) on the process in the fall. LC could help coordinate larger meetings if needed to discuss.

Jennifer Sharkey asked how much feedback the task force was hoping to receive from those in public facing roles in terms of potential impacts for faculty or students. She asked how much lead time they needed to be able to prepare and how often they planned to solicit feedback.

Norris explained that currently they had a link to the new environment interface, but she did not know if that would be sent before or after changes were made to get feedback. The plan was to solicit feedback once.

Sharkey noted it would be helpful to provide that link again when the taskforce was ready to identify which changes could be made and which could not, so they did not request changes that could not be addressed. Feedback should be directed at those changes that could be made or were planned to be made. That more directed feedback may enable the task force to move forward more quickly.

Norris stated that they were trying to make the transition from the current customizations to match as much as possible and weren't going to consider adding new ones but could do so in the future.

Sharkey noted this could also be an opportunity to adjust features that weren't working quite as well.

Vice Chair Worland noted that the makeup of the suggested taskforce made sense and moved approval of the creation of the taskforce as suggested.

Sharkey seconded the motion.

The motion carried unanimously.

B. Strategic Planning Area Leads (Forbes)

Dean Forbes sent a draft to LC about the area teams for strategic planning, which she would share with the library after the meeting. The full draft of the strategic plan was also ready to go. She announced the strategic plan areas as follows:

- Learning and Teaching
- Partnerships

- Presence and Place
- Stewardship
- People and Culture
- Experimentation

Dean Forbes explained that under each area, there would be very broad goals and more specific outcomes. Underneath outcomes would be action plans, akin to a task list of what to do to achieve an outcome. They would experiment with using Microsoft Planner as the project management system for this. According to the consultant, there should be a monthly review process, but she changed it to quarterly instead, so it was less onerous. The check-in processes every three months would consist of looking at assessment data and making brief updates. The strategic area teams would be the coordinating bodies for those areas and help refine goals and make changes.

Dean Forbes shared they are looking for volunteers to lead those strategic area teams. The consultant had suggested, and the working group agreed, that it did not have to be a supervisor or Associate Dean doing that work, but it could be anyone who was interested in having a leadership role. The team lead would be responsible for facilitation, similar to Library Council but on a smaller scale. Team leads would also be on the planning team with Dean Forbes to look at the overall plan. There will eventually be a call for area leads and to populate the teams themselves, which is a murkier question – should the planning team decide who populates the teams, have LC do that, or seek individuals with expertise or duties related to the outcomes.

Dean Forbes stated there was great opportunity for LC to be part of the evaluation process for the teams. She noted one of the suggestions in the draft document was that perhaps an LC member be on each team to facilitate reporting out, which Colby Cilento suggested. The outcomes under each strategic area were a guiding framework for what our priorities are, which was another way for LC to be apprised of priorities and progress on the plan. The biggest question now is how to get volunteers for the area teams.

Vice Chair Worland asked if they were asking for volunteers for the team leads first or to also fill the teams; whereby, Dean Forbes noted the leads would be the most important first, but she welcomed ideas about how to fill the remainder of the teams.

Sharkey asked about the time commitment for team leaders; whereby Dean Forbes stated it would be hard to tell, but she did not think it would be an enormous amount of time.

Dean Forbes explained that area teams did not necessarily need to meet; they were more of a communication mechanism so they could facilitate that communication asynchronously if needed. The planning team itself would meet once a month, so she thought it might be two to three hours of work for a team lead each month; perhaps as much as five hours initially while they learned how to conduct this new process. The team lead would be reaching out to whoever was working on outcomes to get updates and communicate to their area team. Depending on what they do with LC, there may also be opportunities for those team leads to take turns coming to LC to provide updates.

Sharkey asked if she was seeking representation from across the library; whereby Dean Forbes shared that would be her ideal. She noted that with a volunteer situation there may not be ideal representation initially.

Dean Forbes explained that the idea is that the area leads would rotate, so it would be a one-year commitment you would not be forever burdened with. There was also talk about having co-leads for teams if needed. Several members of the working group were interested in potentially serving in that capacity.

Logan Janicki asked if there was a general idea as to what finished products for those area teams would look like.

Dean Forbes explained the teams themselves would act more as a facilitation and communication vehicle. The people doing the actual work towards outcomes would be in units across the library. This would be more of a funneling system to help prioritize, communicate, and assess that work. There may be some on area teams who are related to their outcomes though. At the upcoming Discussion with the Dean meeting, she would share more details. She asked if we should now send out a call to volunteers or wait until after that meeting when the full plan and more details had been shared.

Vice Chair Worland suggested after the meeting would be more appropriate to call for volunteers since everyone would have had an opportunity to see the plan and ask Dean Forbes about it first in that meeting.

Dean Forbes agreed with sending the call for volunteers the following week after the Discussion with the Dean; whereby, Vice Chair Worland asked if those volunteers would then be seated at the August 12 LC meeting; whereby, Dean Forbes agreed with that timeline.

Dean Forbes suggested a survey for the volunteers, in case they wanted to volunteer for more than one team.

Vice Chair Worland agreed, noting it would be helpful if they could provide context for their interest in various teams, for example, if they had any strong preferences for serving on certain ones.

Dean Forbes noted this was a new process, so they would need to feel out the workload still. For hourly employees, it would be a little more complicated with demands on their time, but she was committed to having this be something that can fit into our daily work. If you have a full plate but are really interested in serving, we can consider adjusting your workload for the year you serve. There could perhaps be professional development funding opportunities, like attending a conference, as a sort of compensation. She believed it made sense for LC to be the vehicle to call for area team volunteers.

Dean Forbes shared it would be an open call. The integrated strategic plan is very fluid; it is not a static plan. During the review process, outcomes could be adjusted if something was not working or needed to change. The same is true of the area teams. If the structures don't work out as intended, they could be changed or modified. The idea was that this would guide our goals and priorities and help us work in concert towards shared goals we all decided were valuable. Through the action plans, hopefully you can see that what you do in your unit is directly connected to prioritized strategic areas.

Vice Chair Worland stated that he would start working on a survey to be used to record volunteers. He would share a draft with LC soon so something could be finalized by the end of the week to be issued to the library.

Dean Forbes noted the priority was to seat the team leads on August 12. There could be a secondary discussion about how to seat the rest of the area teams.

Vice Chair Worland stated that we would have a better idea after seeing the volunteers for team leads about how to best fill the rest of the teams.

Dean Forbes explained the consultant had recommended everyone in the library be on an area team, but the working group felt that was a lot and was unsure that everyone would be interested. That would also put 10 to 15 people on each team, which would be difficult to coordinate.

C. Acknowledgement of Service via Library Council formed committees and working groups

Vice Chair Worland explained that Eric Willey had suggested formally acknowledging those who had served on committees and working groups formed through LC. LC forms a lot of standing committees, working groups, taskforces, or ad-hoc groups. Recognition from LC on the amount of time and effort that service involves, even on a form letter or template to thank them, would be appreciated.

Several members of Library Council expressed support for this idea.

Dean Forbes asked if this would be retroactive or moving forward.

Sharkey thought about annual reviews for faculty, which were on a set schedule. It would be helpful for those who served this year to receive that acknowledgement so they could add that to their annual review.

Vice Chair Worland stated he would work on getting a form letter drafted for review.

Dean Forbes asked if all of LC or just the chair should sign; whereby, Vice Chair Worland suggested that the chair send the letter, whether it is just signed by them or council.

Sharkey noted that all LC members would make a lot of signatures; whereby Vice Chair Worland suggested that it could be signed by the chair on behalf of Library Council. He could start some sort of spreadsheet to keep track of these.

VI. Celebratory Items

There were no celebratory items.

VII. Announcements/Other

Dean Forbes welcomed Katie Wesolek as the Outreach Librarian.

<u>Adjournment</u>

The meeting was adjourned by Vice Chair Worland at 9:52 a.m.

Submitted by C. Cilento
14 August 2026