Library Council
Wednesday, August 18, 2026
9:00 AM, 311G and Zoom

Library Council Present: Chad Buckley, Colby Cilento, Carrie Forbes, Ellie Harman, Logan Janicki, Jayna Leipart Guttilla, Jennifer Sharkey, Lindsey Skaggs

Agenda

I. Call to Order

Chair Lindsey Skaggs called the meeting to order at 9:01 AM.

II. Public Comments

Chair Lindsey Skaggs noted that no speakers had registered for public comment.

III. Information Items

A. Final Meeting of FY 25-26 Library Council

Chair Skaggs stated this was the final meeting of the 2025-26 Library Council (LC). At the next meeting, new members would be seated for those who had fulfilled their terms. She thanked Chad Buckley, Colby Cilento, Chris Worland, and Jennifer Sharkey, who were completing their terms on LC, and also thanked Angela Yon, who had served prior to Sharkey taking the remainder of her term while she was on sabbatical. She noted Jayna Leipart Guttilla had also completed her term but had been reelected to serve again.

IV. Discussion Items

A. Strategic Planning Area Teams – Survey Review and Formation

Chair Skaggs explained that Library Council had issued a survey for volunteers to indicate their interest in serving on the area teams for the integrated strategic plan, and whether they were interested in serving as a team lead. She created a spreadsheet of the responses, which she shared. She put together the spreadsheet as a logic puzzle with the received volunteers in their selected interest areas. She explained the mark-up on the document as follows: those highlighted in red had only volunteered for the one team under which they appeared, those in yellow had volunteered to lead that team or serve as a co-lead, and those in bold were who she had felt may make the most sense to populate those respective teams based on their interest survey responses. She also had notes at the bottom of the sheet about some of the responses, including that all of those who volunteered for multiple teams were actually able to be seated on their first-choice team – if the teams were accepted as constituted in the draft.

<u>Learning and Teaching Team</u>
Chair Skaggs shared that Caitlyn Zimmer, the new Social Sciences and Interdisciplinary Librarian, had indicated interest in serving as a co-lead. Jennifer Sharkey expressed interest in serving as lead or co-lead for this team.

Jennifer Sharkey noted she was happy to lead or to give Zimmer the opportunity to co-lead as a new librarian; whereby, Skaggs indicated that it may be best for Sharkey to serve as team lead since Zimmer had just started.

The team was constituted in the draft document as follows:

- Lead: Jennifer Sharkey
- Grace Allbaugh
- Judy Bee
- Caitlyn Zimmer

<u>Partnerships Team</u>
Chair Skaggs noted there were no volunteers to serve as a solo team lead, but Chad Kahl and Katie Wesolek had indicated interest in serving as a co-lead.

The team was constituted in the draft document as follows:

- Co-Lead: Chad Kahl
- Co-Lead: Katie Wesolek
- Joseph Stotzke
- Lindsey Skaggs

<u>Prescence and Place Team</u>
The team was constituted in the draft document as follows:

- Lead: Ellie Harman
- Elias Wrightam
- Jeff Ridinger
- Ryan Peters

<u>Stewardship Team</u>
The team was constituted in the draft document as follows:

- Lead: Jayna Leipart Guttilla
- Becky Koch
- Chad Buckley
- Jenny Hansen

<u>People and Culture Team</u>
The team was constituted in the draft document as follows:

- Lead: Michelle Neuffer
- Angie Stegemann
- Christine Fary
- Chris Worland

<u>Experimentation Team</u>
The team was constituted in the draft document as follows:

- Lead: Kate Tallman
- Angela Yon
- Joshua Altschuler

Members of LC complimented Skaggs on her work in putting together the survey results into an organized document and identifying potential teams.

Sharkey asked Dean Forbes if someone placed on a team discovered they preferred to be on a different one, if changing would be a possibility.

Dean Carrie Forbes considers the next three months as a trial period for the teams.

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

Chair Skaggs explained that Eric Willey had the idea of LC sending out a letter acknowledging those who had served on LC formed committees or working groups, to thank them for their service.

Chris Worland shared the template with LC, which came from Willey and Jennifer Sharkey, noting edits he made to it. LC all agreed it was good to recognize and appreciate those who volunteered to serve. He noted that whoever the chair of LC is at the time can also add their own wording, but this would be the general outline for the document.

Dean Forbes confirmed the letters would be set out for those that served going back to the beginning of this fiscal year.

Worland explained there was an accompanying spreadsheet to show who served on what, noting some were not formed in LC but may have reported to LC.

LC discussed the potential inclusion or origins of certain groups, such as Milner Assessment Plan Working Group, which was formed for program review purposes in a previous year, and the RISE Taskforce, which was not formed by LC but whose representatives reported at LC.

Chair Skaggs would send the letters relevant to this year at the conclusion of the current LC's term.

C. Search Committee Formation Best Practices

Chair Skaggs returned to an earlier discussion about the best practices for forming search committees. LC had only been involved in the Associate Dean for Information Assets search committee formation this year, per the bylaws, but traditionally, they had also formed all librarian search committees. However, with the adherence to the Open Meetings Act, they were no longer able to enter closed sessions to do so. It could be uncomfortable to discuss in a public forum now. She asked if it was more appropriate for the dean to form them now. The dean had final say in those closed sessions with LC previously. In the Department Faculty Status Committee (DFSC) criteria, it states that LC will form search committee for librarian faculty searches, which also require a certain breakdown of committee members with classification representation. This has been brought to tenure-track and tenured faculty (TT) caucus for discussion.

Chair Skaggs noted no current written best practices for search committee formation existed. As it currently stands, it seems there is comfort with Dean Forbes making those decisions, but there is uncertainty about how future deans may treat this. There have also been past inconsistent practices. In addition, there have been a lot of internal candidates on faculty searches and conflicts of interests with those on the search committees. In TT caucus, they felt this should be discussed further with LC. TT caucus was in favor of having LC solicit chair volunteers for search committees and then have the dean ultimately decide who was most appropriate to serve, or to have different caucuses put up a representative to be on the committee from their caucus.

Sharkey liked the idea of establishing best practices because there had been so much variance observed. She wondered what the library would like to see when it came to forming search committees for different classifications.

Chair Skaggs noted two TT position searches had been approved, so best practices could be used for those when the searches launched.

Chad Buckley noted the lack of specificity in the LC bylaws regarding searches but there were general principles that talked about representation from different job classifications and departments that work with the position.

Worland asked to clarify if there was still a relatively strong desire to have LC have a role in forming TT searches or was it just that there was a difference in DSFC criteria and what LC was proposing.

Sue Franzen, Associate Dean for Public Services and Organizational Development, noted there was a working group on DFSC working on the criteria, but she was not sure how the whole caucus felt. They would vote on the criteria as a whole, so it was important for them to have input if changes were desired.

Chair Skaggs explained that at TT caucus, she did not sense anyone felt strongly about that criteria but felt there should be a best practices or guidelines document so that they weren't ceding something to the sole discretion of the dean. Another thing they discussed was what to do if there weren't enough volunteers to fill out a committee. If individuals were then to be asked directly by the dean or search chair to serve, it should be clearly articulated in the guidelines that you can say no and not be penalized, or that you can negotiate something else to come off your plate, for those under workload policies. LC can start working on guidelines, which will go before all caucuses for approval.

Dean Forbes noted one search committee would need to be seated fairly soon.

Chair Skaggs noted the vote on new DFSC criteria would likely be held in early November.

V. Celebratory Items

Congratulations

Logan Janicki stated that Piper Coe, a former student assistant in Scholarly Communication, had finished their library degree and obtained a position as a digital preservation specialist at the University of Northern Iowa.

Civil Service Caucus

Janicki shred that civil service caucus met for the first time in years, and the discussion was lively.

Appreciation for Chair Skaggs
Janicki presented Chair Skaggs with a gift from LC and thanked her for her leadership this council term.

Publication celebration
Franzen reminded everyone about the recent publication celebration that Friday at Destihl Brewery.

Kudos
Franzen shared she got an email from someone in the College of Business thanking Joshua Altshuler for using the Wayback Machine to find an Atlantic article they were seeking.

VI. Announcements/Other

Adjournment
The meeting was adjourned by Chair Skaggs at 9:49 a.m.

Submitted by C. Cilento
20 August 2026