

Library Council

Wednesday, August 26th, 2026,

9:00 AM, Zoom and 311G

Library Council Attendance: Josh Altshuler, Rebecca Fitzsimmons, Jayna Leipart Guttilla, Logan Janicki, Laura Killingsworth, Lindsey Skaggs, Angie Stegemann

Members absent: Ellie Harman

Agenda

I. Call to Order

Lindsey Skaggs called the meeting to order at 9:00 AM

II. Review Minutes of the 7/8/2026 and 8/12/2026 Library Council Meetings

Meeting minutes from 7/8/26 were approved; minutes from 8/12/26 meeting were not yet available.

III. Public Comments (None)

IV. Information Items: Closing Remarks from the 2025-2026 session

Skaggs offered a big thank you to those who served this past year, and as well as a thank you for those who will be serving in the upcoming year. Colby Cilento took 100 pages of minutes this year! Skaggs offered the following recap:

- 18 meetings in 2025-2026 year, with Colby Cilento taking over 100 pages of minutes.
- LC fully complied with the Illinois Open Meetings Act (OMA) which required things to be done differently than have been done in previous years. Adjustments went fairly well even amidst challenges.
- Agendas are required to be posted online as well as in-person at the admin suite.
- LC is still figuring out public comments and the timing within a meeting; the group had been following how it's been done in Academic Senate
- Reiteration of the core responsibilities of LC: communication, planning and coordination, selection for associate deans, evaluation and assessment

V. Discussion Items

a. Select New Officers – Chair, Vice-Chair, Secretary, Elections Committee Member

Rebecca Fitzsimmons volunteered to be Chair; passed unanimously

Jayna Leipart Guttilla volunteered to be Vice-Chair; passed unanimously

Lindsey Skaggs volunteered to be Secretary; passed unanimously

Angie Stegemann volunteered to be Elections Committee Member; passed unanimously

b. Search Committee Formation Best Practices

There is potential for a subcommittee to start/continue this work. May need someone to take “charge” of this task rather than leave it to the chair

There is some language in the bylaws that opens additional questions about the level of LC involvement in every search committee.

- Example: how to manage internal candidates

IDEA Committee has developed “best practices” documentation for how to proceed with a search committee but the discussion for LC is more focused on how committees are seated/formed

- Leipart Gutilla noted that this includes a rubric has a scoring system/spreadsheet with scores of 1-3.

Andy Wesolek stated that makes sense to have a small group craft something that then the large group can comment on document

Janicki is okay with this idea but has some skepticism/pessimism about the sway that the current search committee has on this topic. He noted that employees’ ability/freedom to develop skills is entirely dependent on whether you have a supervisor who allows you to go do other work. The Dean ultimately has the final say in hires, there’s been a precedent of giving opportunities to strangers rather than giving opportunities to folks with the civil service caucus (i.e. it’s been 20+ years since a CS employee moved to a higher role)

Skaggs: The “everything is advisory to the dean” opens the question to whether and how much the search committee’s recommendation is taken into certain considerations. Folks on TT/NTT search committees are asked not to rank candidates but rather provide pros and cons whereas for library specialists, they HAVE numerically ranked candidates. Fitzsimmons echoed this sentiment for library specialists, and being unsure if there was a policy surrounding that.

Stegemann asked if there is a process for at the end of the search, when everything has been done, for the committee to present their pros/cons to the dean?

- Leipart Gutilla shared the process she has been a part of so far: the search committee comes together to discuss the candidates, creates the report, and then the search committee chair gives it to the dean.
- Forbes stated that this format hasn’t yet been done since she’s been at Milner, but has done it at previous institutions. Also noted that CS hourly positions are very strictly run through state processes.

Leipart Guttilla noted that it would be helpful to have step-by-step documentation for each position classification, so as to not have to keep “punting” questions to the dean/HR and it would create a more equitable process.

Skaggs has also been thinking about how we form search committees. For example, for faculty search committees, the LC meetings would be closed. Skaggs also received a message from Grace Norris offering that the supervisor should have a big say in how the committee has been formed.

Forbes noted that we will be staggering our searches for this year (one for fall and one for spring) so we may have an opportunity to trial some options.

Forbes asked about job description creation, as that has not been clear about who should be doing that and who “vets” the description as that is not clear in our policies/bylaws.

- Skaggs said that her recollection was that previously the committee was formed and then the search committee tweaked the job description. More recently, the job has been posted and THEN the committee was formed.
- Fitzsimmons agreed that the committee should be able to tweak the job descriptions
- Forbes: At U of Denver, search committees received a draft from the dean/supervisors, then they worked with stakeholders to tweak the description.

As secretary, Skaggs will pull out some of the ideas we’ve had over the year(s) and put those into a document and then share with Rebecca (Chair). At that point, if it makes sense to task a sub-group with talking things over, we could proceed that way.

VI. Celebratory Items

Congratulations to Grace Norris., Grace Allbaugh., and Eric Willey for their accepted (OA) article on evaluating AI tools in academic databases (and published open access 😊)!

Andy Wesolek shared that over \$1,000,000 has been saved with open access agreements thanks to Lindsey Skaggs.

Laura Killingsworth co-authored a book that is officially out: *Surviving and Thriving as Nursing Faculty: A Quick Guide*.

VII. Announcements/Other

SCAST/Community Team Celebration at Fiala then women’s volleyball game on Friday, September 11th

VIII. Adjournment

Meeting was adjourned at 9:40.