

Northern Illinois University Libraries Committees & Appointments | FY 2024

FY2024



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ELECTED COMMITTEES

PERSONNEL COMMITTEE

Charge: To review and make recommendations for Library Faculty regarding annual personnel evaluations, tenure, promotion, and sabbatical leaves. To establish calendars for personnel decisions in consultation with the Library Council. (See the Northern Illinois University Libraries Policies and Procedures for the University Libraries Faculty for complete charge.)

Membership: The Personnel Committee shall consist of five elected members of the library faculty who are on full-time tenure or tenure-track appointment, including at least one member from each division. At least four of the five members shall be tenured, at least one member from each division shall be tenured. All members of the Personnel Committee shall have served at least twelve months from time of appointment as full-time faculty at University Libraries by the time their committee terms begin. The untenured members shall absent themselves during consideration of promotion, tenure, and sabbatical applications, but shall participate fully in the annual evaluation process.

FY24

	Term	Year	Term Completed
Mary Burns	2	1	June, 2025
Wayne Finley	1	1	June, 2025
Michele Hunt	1	2	June, 2024
Wendell Johnson	2	1	June, 2025
Junlin Pan	1	1	June, 2025

LIBRARY COUNCIL

Charge: To function as a college council, as a governance and advisory body, and as an oversight body for personnel decisions. To conduct end-of-term review of the Dean and Associate Dean(s). (See the Northern Illinois University Libraries Policies and Procedures for the University Libraries Faculty for complete charge.)

Membership: The Library Council shall consist of five elected members of the library faculty who are on fulltime tenure or tenure-track appointment. Each member shall represent the library faculty as a whole. Terms shall be for two years, staggered.

FY24

	Term	Year	Term Completed
Meredith Ayers	2	2	June, 2024
Beth McGowan	1	1	June, 2025
Dee Anna Phares	2	2	June, 2024
Robert Ridinger	2	1	June, 2025
Matt Short	1	1	June, 2025
Fred Barnhart			

LIBRARY OPERATING STAFF ADVISORY COMMITTEE

Charge: To serve as a fact-finding body in order to identify and review library-related issues that affect library operating staff members and to provide a formal two-way communication channel between the Library Dean and the library operating staff.

Membership: Election each academic year; 2-year terms. Alternates, 1-year term. Election in August.

FY24 – To Be Determined

	Term	Year	Term Completed
Tina Maxwell – Chair	1	2	June 2024
Sara Richter – Vice Chair	1	2	June 2024
Jacklyn Egolf – Secretary	1	2	June 2024
Mark Hamilton – LAC Rep.	1	1	June 2025
Peter Chlebanowski – Historian	1	1	June 2025
Brock McCord – Alternate			
Maureen Stevens – Alternate			

APPOINTED COMMITTEES

MANAGEMENT TEAM

Membership: (Dean, Associate Deans, department heads ex officio)

FY24

Fred Barnhart
Cliff Benson
Jeff Donohue
Gwen Gregory
Joanna Kulma
Nestor Osorio
Hao Phan
Jaime Schumacher
Matthew Short
Kimberly Shotick
Maureen Stevens
Joe Thomas
Leanne VandeCreek
Bradley Wiles
Music Librarian (vacant)
Head of Access Services (vacant)

ASSESSMENT SUB-COMMITTEE

Charge: The Library Assessment Committee advises Library Administration on the planning and implementation of assessment activities. Members will help in identifying assessment opportunities, designing assessment tools, promoting assessment activities, and fostering a culture of assessment within the University Libraries. Specifically, the committee will take the lead in developing the Libraries' Assessment Plan in support of university program review and the University Assessment Panel. In addition, the committee will contribute to the implementation of the Libraries' strategic plan by assisting with the gathering of relevant metrics.

Membership: (Dean of the Libraries, Associate Dean, Collections Management, Associate Dean, Public Services, Head of Reference, Head of Access Services, Associate Director of Library Administration, ex officio, Student Success Librarian, ad hoc)

FY24

Fred Barnhart (ex officio)
Jeff Donohue (ex officio)
Gwen Gregory (ex officio)
Nestor Osorio (ex officio)
Kimberly Shotick (ad hoc)
Leanne VandeCreek (ex officio)
Head of Access Services (vacant)

COLLECTION ASSESSMENT AND STRATEGY COMMITTEE

Charge: Guide assessment of the library collections and suggest best ways to meet user needs. Assist in developing strategies for provision of the best possible information resources in all formats. Advise Associate Dean for Collections Management in developing, reviewing, and evaluating collection policies and disseminating them to library colleagues and the campus.

Membership: (Associate Dean, Collections Management, ex officio and chair & Associate Dean, Public Services, ex officio, Head of Technical Services, ex officio, Acquisitions Librarian, ex officio)

FY24

Meredith Ayers
Gwen Gregory (ex officio & chair)
Michele Hunt (ex officio)
Brock McCord
Hao Phan
Matt Short (ex officio)
Leanne VandeCreek (ex officio)

DIGITAL COLLECTIONS STEERING COMMITTEE

Charge: To enhance the effectiveness of the University Libraries' digital collection projects program through the review, approval, and prioritization of digital collection project proposals, including the intake or creation of new digital collections (both born digital and reformatted) and related projects; to approve standards and review policies related to digitization, metadata, and digital preservation; to promote the libraries' digital collections.

Membership: (Associate Dean, Collections Management, ex officio, Head of Technical Services, ex officio, Head of Special Collections and Archives, ex officio, Southeast Asia Curator, ex officio, Preservation Coordinator, ex officio)

FY24

Mary Burns
Gwen Gregory (ex officio)
Beth McGowan
Annie Oelschlager
Hao Phan (ex officio)
Sata Prescott (ex officio)
Rob Ridinger
Matt Short (ex officio)
Betsy Sterner
Bradley Wiles (ex officio)

EQUITY, DIVERSITY, AND INCLUSION COMMITTEE

Charge: The Libraries Equity, Diversity, and Inclusion Committee (LEDI) works to develop and promote a diverse work force at the Library, foster EDI in library policies, practices, programming, and services, and partner with campus groups to promote, support, sponsor and celebrate EDI at Northern Illinois University. A central mission of the Committee is to educate and support library employees, campus and local partners in understanding that EDI work is the responsibility of everyone as we work toward creating a welcoming and supportive community. The Committee acknowledges that EDI work includes discussion and activity around challenging issues and trusts that all members are committed to learning and helping one another and our colleagues in that learning process. The creation and maintenance of a safe space for a diverse and multicultural community of respectful persons is essential to the educational mission of this library and university.

Membership: (Associate Dean, Collections Management, Associate Dean, Public Services, & Student Success Librarian, ex officio)

FY24

Therese Arado (Law Library Representative), Fall 2023 through Summer 2025
Gwen Gregory, (ex officio)
Mark Hamilton, Fall 2023 through Summer 2025
Nora Jimenez, Fall 2023 through Summer 2025

Beth McGowan, Fall 2022 through Summer 2024
Dee Anna Phares, Fall 2023 through Summer 2025
Sata Prescott, Fall 2023 through Summer 2025
Kimberly Shotick, (ex officio)
Leanne VandeCreek, (ex officio)
Lars Yates (Student Member), Spring 2023 through Fall 2023
Tina Maxwell (Secondary Member), Fall 2023 through Summer 2025

FOUNDERS LIBRARY ASSOCIATION

Charge: The Founders Library Association (FLA) seeks to help create and establish a strong level of morale and social unity among all the library staff and faculty.

Responsibilities include planning events such as membership drives, quarterly parties, retirement parties and other special events, blood drives; maintaining funds (coffee, membership dues, supplies) and the Staff Lounge bulletin board, etc.

Membership: (Member of Library Leadership Team, ex officio)

FY24

Meredith Ayers
Jacklyn Egolf
Gwen Gregory (ex officio)
Stephanie Henricks
Maureen Stevens
Bradley Wiles
Martha Villagomez

LIBRARY WEBSITE COMMITTEE

Charge: The Library Website Committee will work with the library's website administrator to continuously develop the web presence of the Northern Illinois University Libraries.

- Assessing website usability and the user experience (formally and/or informally)
- Addressing areas in need of improvement
- Reviewing materials to be posted on Libraries' website to ensure clarity and consistency and to prevent duplication
- Recommending and outlining new modules or projects
- Upholding University web standards and accessibility guidelines
- Assisting all library staff in organizing content for Web publication

The University Libraries' website provides information about library services, events, personnel, and policies; provides access to electronic resources for both on campus and remote users; and facilitates communication and work among library faculty and staff.

Membership: (Associate Dean, Public Services, ex officio & co-chair, Cascade Web Manager, ex officio)

FY24

Meredith Ayers
Mary Burns
Alissa Droog
Jacklyn Egolf
Annie Oelschlager
Steffen Scharmacher (ex officio)
Leanne VandeCreek (ex officio)
Bradley Wiles

AD HOC COMMITTEES & TASK FORCES

LIBRARY OPERATING STAFF EVALUATION APPEALS COMMITTEE

Charge: To facilitate the resolution of disagreements between a supervisor and employee regarding the factors and expectations identified on the evaluation form.

Membership: Appointed as needed by the Dean of University Libraries. Comprised of: University Libraries Business Administrative Associate, one (1) Associate Dean, three (3) operating staff members.

EXTERNAL APPOINTMENTS

UNIVERSITY COUNCIL COMMITTEE APPOINTMENTS

Elected by library faculty

Athletic Board	Michele Hunt (FY22-24)
Baccalaureate Council	Beth McGowan (FY23-25)
Committee for the Improvement of the Undergraduate Academic Experience (CIUAE)	Alissa Droog (FY23-26)
Committee for Academic Equity and Inclusive Excellence	Kimberly Shotick (FY23-25)
Computing Facilities Advisory Committee	Elizabeth Sterner (FY23-26)
Faculty Senate	Beth McGowan (FY21-24)
Honors Committee	DeeAnna Phares (FY23-26)
Library Advisory Committee (LAC)	Matthew Short (FY23-25)
University Council (UC)	Dee Anna Phares (FY23-26)
University Outreach Advisory Committee	Bradley Wiles (FY23-26)
University Press Board	Bradley Wiles (FY22-25)

OTHER APPOINTMENTS

Campus Parking Committee	Junlin Pan (FY24-26)
Parking Appeals Committee	Elizabeth Sterner (FY24-26)
Academic Planning Council	Meredith Ayers (FY24-26)

Campus Security and Environmental Quality Committee	Wendell Johnson (FY23-25)
Graduate Council	Wayne Finley (FY23-24)
Council of Deans	Fred Barnhart (continuous)
Innovative Teaching and Learning Committee Online Teaching and Learning Committee	Vacant
Pres. Comm. for Persons with Disabilities	Kimberly Shotick
Pres. Comm. For Sexual Orientation and Gender Identity	Robert Ridinger
Pres. Comm. For Sexual Orientation and Gender Identity	Fred Barnhart
Pres. Comm. on the Status of Women	Alissa Droog (FY21-23)
Pres. Comm. on the Status of Women	Dee Anna Phares (FY21-23)
Pres. Comm. on Race and Ethnicity	Vacant
Pres. Comm. on Interfaith Initiatives	Gwen Gregory (FY23-25)
Pres. Comm. on Well-being	Leanne VandeCreek (FY23-25)
Research and Innovation Advisory Council	Nestor Osorio
University Assessment Panel (UAP)	Nestor Osorio (FY21-24)
Web Steering Committee	Steffen Scharmacher (FY23-24)