

CML Diversity Equity & Inclusion Planning

Working Framework

Diversity, Equity, Inclusion Definitions

Diversity is recognizing the variety of perspectives and ways of being that include but are not limited to race, ethnicity, ability, disability, thought, culture, religion, sexual orientation, gender, age, and socioeconomic status. The CML defines diversity in line with the Indiana State AA Policy.

Equity is recognizing and removing the underlying practices and policies that obstruct members of the community from succeeding

Inclusion is creating an environment of equal access, belonging, respect, opportunity, and empowerment.

Why CML should adopt this plan:

- To align with the newly adopted and revised [Indiana State University Mission](#)
- To align with our professional values [as set forth by ALA](#).
- To address [recognized inequities in libraries](#) and strive toward justice and equity for all.
- To align with the Library's [own mission](#) to support "lifelong learning and good citizenship."
- To proactively and successfully meet the educational and informational needs of [our community](#).

Our Land Acknowledgement

We also acknowledge that this bountiful land that we now occupy is the unceded ancestral land of the Wea People. The Wea People are still here. We work to continually honor this land and their heritage.

Mission to replace

Cunningham Memorial Library acknowledges that historical and divisive biases shape the world. To overcome these biases, it is the role of every individual, professionally and personally, to create a more equitable, diverse, and inclusive society. Therefore, the faculty and staff of Cunningham Memorial Library will hold one another accountable to lead by example in providing an equitable experience for the entire community, and by creating an environment grounded in justice, open inquiry, dialogue, respect, and inclusion.

We practice this by:

- Committing to lean into our discomfort, to approach those in our community and our work with honesty, empathy, and trust that our colleagues are doing the same.
- Working toward more equitable access to online resources for the entire ISU community.
- Telling the stories and preserving the history of the entire ISU community

- Developing, sustaining, and preserving diverse and inclusive collections by embracing marginalized voices in their advancement.
- Establishing a physical and virtual inclusive library space that supports engagement with existing knowledge and with the creation of new knowledge.

Focus Areas Goals & Delegation of Responsibilities

– where to begin and where we want to end up (short term and long term goals)

– not just who will get the job done, but how action on this plan will look at every level of the library

Focus Area 1: Commit to leaning into our discomfort, to approach those in our community and our work with honesty, empathy, and trust our colleagues are doing the same.

Immediate, Actionable Goals

Goal 1: Provide DEI education and professional development opportunities with measurable results for library faculty & staff on a regular basis, perhaps one per month or semester.

(Office of the Dean and Assoc. Dean)

- Measure 1: consult with groups in librarianship to provide library specific trainings/ resources in DEI
- Measure 2: work with DEI at ISU to provide 2-4 sessions of DEI education in FY 21 (or professional development in specific areas)

Goal 2: Invite DEI groups/representatives from inside the library and across campus to meet with Library Management Team to open a dialogue on a regular basis, perhaps one per month or semester (Office of the Dean and Assoc. Dean)

Long Term, Strategic Goals

Goal 3: Align any future recruitment with goals/ guidance put forth by the Office of Inclusive Excellence across librarians, staff, and student workers. (Office of the Dean and Assoc. Dean)

- Measure 1: Require DEI training for search committees coordinated through the Office of Inclusive Excellence
- Measure 2: Advertise positions in publications/sites with diverse audiences

Goal 4: Provide material support for internship or practicum experience for library students that come from underrepresented groups in the profession (not just race/ ethnicity but also sexual identity or (dis)ability) (Office of the Dean and Assoc. Dean)

- Measure 1: Consult with accredited library schools/programs/professional groups to formulate internship/practicum experiences

- Measure 2: Create appropriate internship/practicum experiences within library departments
- Measure 3: Establish stipends through foundation accounts (Dean's Innovation Fund, etc.)
- Measure 4: Recruit underrepresented groups for internship/practicum experiences through library/schools/programs/professional groups

Goal 5: Work toward developing retention strategies for underrepresented groups across librarians, staff, and student workers. (Office of the Dean and Assoc. Dean)

- Measure 1: Coordinate and evaluate retention strategies with the Office of Inclusive Excellence
- Measure 2: Track and report retention for underrepresented groups (see Goal 5) in library's annual report

Goal 6: Be responsive to the diverse needs of our users by incorporating diverse, equitable and inclusive practices in our day-to-day job responsibilities. (R&I)

- Measure 1: work with Dr. Johnson to align diversity, equity and inclusion with library policies and practices
- Measure 2: work with Dr. Johnson to learn culturally relevant pedagogy

Focus Area 2: Work toward more equitable access to online resources for the entire ISU community

Immediate, Actionable Goals

Goal 1: Provide a portfolio of eResources that are fully accessible for all users. (eResources)

- Measure 1: Create a checklist to assess eResource holdings for accessibility standards
- Measure 2: Draft language to include when possible in new contracts that addresses accessibility needs

Long Term, Strategic Goals

Goal 2: Work toward greater discoverability of open access sources of quality information (eResources)

- Measure 1: identify OA resources that can be indexed in our eresources management systems.
- Measure 2: assess current listings in the databases list for OA representation and linking.

Focus Area 3: Telling the stories and preserving the history of the entire ISU community

Immediate, Actionable Goals

Goal 1: Create a resource list from our collections and an accompanying dedicated rotating display of diversity resources from our collections – digital format too. (Special Coll)

- Measure 1: Create 1 new physical and digital display with an accompanying resource list per fiscal year

Long Term, Strategic Goals

Goal 2: Alter inventory/ collection description policies to highlight/ make less hidden diversity resources to ensure greater access and discoverability. (Special Coll)

- Measure 1: Examine and make more discoverable- 1-2 collections per fiscal year.

Goal 3: Continue to add to the collection resources of diverse cultures/ experiences within our collection including seeking out collections from current organizations, or potential donors. Make alternative ownership/ access readily available. (Special Coll)

- Measure 1: Establish a 3 year review of procedures and collection development with organizations around campus (such as the African American Culture Center, La Casita, International Student Resource Center, etc.) to get feedback on how to improve the collection.
- Measure 2: Reach out to 1 diverse individual/creator within each academic year to acquire at least 1 diverse work within Special Collections.

Focus Area 4: Affirm our commitment to developing, sustaining, and preserving diverse and inclusive collections.

Immediate, Actionable Goals

Goal 1: Establish a specific fund to support the acquisition of DEI information resources (Office of the Dean and Assoc. Dean)

- Measure 1: Establish DEI materials fund (FY 20/21)
- Measure 2: Maintain bibliography of items purchased
- Measure 3: Provide access to bibliography through Library's website and the Library's annual report

Long Term, Strategic Goals

Goal 2: Work toward creating and sustaining an inclusive collection through DEI collection building across all subject areas. ([Berthoud & Finn article](#)) (cross library goal)

- Measure 1: assess collection development methodology to more easily acquire materials intended to include diverse perspectives.

Goal 3: Work to eliminate bias in the description and location of resources while recognizing that these actions cannot be completely neutral. (Tech Serv.)

- Measure 2: evaluate keyword terms utilized by library patrons searching the discovery layer to inform materials description.
- Measure 3: review cataloging record descriptive terms for inclusiveness and make required modifications.

Focus Area 5: Establish a physical and virtual inclusive library space that supports engagement with existing knowledge and with the creation of new knowledge.

Immediate, Actionable Goals

Goal 1: Create a more welcoming and inclusive virtual library space by ensuring that the library site is updated to reflect the latest web accessibility design standards. (Systems)

- Measure 1: assess current state of web accessibility of the library webpages.
- Measure 2: bring library pages up to latest [WCAG 2.1](#) standards.

Goal 2: Review physical and digital space and Reading Room procedures to ensure it recognizes the diversity on the campus and within the collections and is welcoming and accessible to all. (special Coll)

- Measure 1: Review and alter physical space within the first half of the fiscal year
- Measure 2: review and adjust online presence to exemplify diversity within collections and to meet MWAG standards within the next fiscal year.

Goal 3: Perform an accessibility audit in the physical library building. (Office of the Dean and Assoc. Dean)

- Measure 1: work with campus partners to identify best practice in auditing.

Long Term, Strategic Goals

Goal 4 : Create a more welcoming and inclusive virtual library space by including content that elevates diverse voices and experiences. (Systems)

- Measure 1: FY21 provides a list of content highlighted at the end of the fiscal year to the DEI group.
- Measure 2: put out annual “call” for resources to library units & outside the library for highlights at the beginning of each fiscal year.

Goal 5: Eliminate [deficit-based thinking](#) by valuing and leveraging differences. Develop and implement programs that prioritize learner’s needs and abilities. This means meeting scholars where they work and learn, both physically and intellectually. (R&I)

- Measure 1: work with campus units to develop a broad understanding of our learners
- Measure 2: identify learner-based strategies to use during virtual and in person instruction

Cunningham Memorial Library DEI Committee Accountability - How will we measure successful progress.

Cunningham Memorial Library Diversity Equity and Inclusion Committee

The Library Diversity Equity and Inclusion (DEI) Committee works in conjunction with the office of the Dean to provide leadership in the area of equity and inclusion by devising overarching strategies, making recommendations, measuring their impact, and raising the visibility of the Library's DEI efforts to the greater ISU community.

Committee Charge

The committee,

- Identifies and develops diversity, equity, and inclusion activities across the library including policies, workforce, practices, programming, and services.
- Educates and supports Library faculty, staff, and student workers in understanding that DEI work is everyone's responsibility in creating a welcoming and supportive community.
- Provides leadership in inclusive and equitable programming, services, and spaces by identifying and implementing DEI practices and policies that can inform work/ goal setting across the library.
- Cultivates a culture of accountability by measuring the impact of the library's short term and long term DEI goals in the Library's DEI Framework in an annual report to the Dean and library at large.
- Identifies ways to create an inclusive and equitable work environment in which all library faculty, staff, and student workers are able to develop to their full potential.
- Collaborates with organizations and individuals from the university and local community to further DEI-related goals.
- Works to maintain alignment with the university's strategic plan.

Committee Membership Appointed membership of when possible, one faculty member and one staff member from each department. At minimum at least one faculty or staff member from each department with two year staggered terms. The Dean of Library Services serves as an *ex officio* member.

Committee meetings, type, and Periodic Review The DEI committee is a standing committee that is expected to meet at minimum once a month to discuss progress of current DEI goals and introduction of new focus areas and activities in DEI. The committee's charge and member make up shall be reviewed periodically to align work with needs of the Cunningham Memorial Library and Indiana State University community.

Current Membership 2020/21 Rhonda Beecroft; Natalie Bulick; Edith Campbell; Robin Crumrin; Melissa Gustafson; Alisha Moorhead; Aimee Nelson; Katie Sutrina-Haney; Andrew Swearingen

Resources/ Guidance

<https://www.indstate.edu/strategic-goals>

<http://www.ala.org/alcts/about#diversity>

<http://www.ala.org/acrl/standards/diversity>

[Building A Diversity Plan - ALA](#)

[AACU Diversity Equity & Inclusion](#)

[Association of College & Research Libraries: Diversity Standards: Cultural Competency for Academic Libraries](#)

[Association of Research Libraries: Diversity, Equity & Inclusion Statement](#)

[Society of American Archivists: Statement on Diversity & Inclusion](#)

[NASIG Statement Against Racism 6.8.20](#)

[Racial Equity Tools Glossary](#)

[Temple University Libraries Statement on Potentially Harmful Language in Archival Description and Cataloging](#)

[MIT Libraries Statement on Diversity](#) | [UNC Chapel Hill Libraries](#) | [University of California Irvine statement/ goals](#) | [Iowa State University Library](#) | [University of Oregon](#) | [IUPUI](#)

Disability Statement: [U of Mich](#) [UAF](#)

Heidy Berthoud & Rachel Finn (2019) Bringing Social Justice behind the Scenes: Transforming the Work of Technical Services, *The Serials Librarian*, 76:1-4, 162-169, DOI: [10.1080/0361526X.2019.1583526](https://doi.org/10.1080/0361526X.2019.1583526)

Dracine Hodges (2018) Pursuing Diversity and Inclusion in Technical Services, *Serials Review*, 44:3, 170-175, DOI: [10.1080/00987913.2018.1549888](https://doi.org/10.1080/00987913.2018.1549888)

Cataloging Code of Ethics (DRAFT)

https://docs.google.com/document/d/1DT1K2bEkbJN4-rLfc-ct20E4ThFkDsea_d4d1YTurf8/edit?fbclid=IwAR2KJ9RMiUgKtutMf2S4SiISIW4fpNFOPashPVeYJiiqy6bS8NN9NqnsAU

[AACU five principles for “creating equity by design”:](#)

- Clarity in language, goals, and measures.
- Equity-mindedness as the guiding paradigm for language and action.
- Practices and policies to accommodate differences in students’ and employees’ learning.

- Continual process of learning, disaggregating data, and questioning assumptions about relevance and effectiveness.
- Pervasive, institution-wide/organization-wide enactment.

[Texas A&M for accountability standards](#)

-specific measures are noted under each goal section.

ISU staff council Statement:

A statement from the Indiana State University Staff Council in regard to Social Injustice:

Staff Council stands against racism and hate speech. We are in an unprecedented time where the ills of our nation are entering the forefront of conversation around the world. We see nations upon nations joining to fight against racism. We cannot ignore the true problem of racism that exists in our country. We cannot stay silent. We show our support for the Black and Brown lives and the fight for social justice and equity.

The recent events leading to the tragic death of George Floyd and so many others are heartbreaking and enraging. Equally heartbreaking and enraging is this nation's long struggle to overcome social injustices, particularly systemic racism which has inflicted violence and harm towards Black and Brown communities for centuries. There have been more events of racial injustice in our lifetime than we can count, and yet we still struggle to move the needle, to truly change our culture of violence, oppression, racism, and inequality. Indiana State University has a long history of diversity, but we must not be content by simply being a diverse campus. We need understanding, empathy, acceptance, and active inclusion. These virtues tend to grow as education takes root and as we pursue systemic change. We have shared resources on social justice to increase access toward anti-racism education. We encourage ISU employees, individually and collectively, to review these resources and engage in deeper learning: <https://www.indstate.edu/services/staff-council/staff-resources>

Another critical step toward changing culture, especially as the staff of ISU, is to acknowledge being part of a larger system of oppression as well as missteps such as keeping silent, being overly defensive, or over generalizing. We must acknowledge the harm that our Black and Brown coworkers have endured, recognize and address our own complicity in issues of racism, embrace lifelong learning about systemic racism and anti-racism, and work to dismantle systems of oppression. Only with knowledge will we be able to work together to make the changes necessary, not only on this campus but in the state of Indiana and beyond.

We recognize words and statements like this can feel empty; it is through sustained action that change occurs. This statement is merely the start of the conversation. ISU Staff Council commits to engaging in ongoing substantive education and change in this time of protest and beyond. We want to hear from our constituents about opportunities for change, and we want to diligently center the needs and requests supporting our Black and Brown colleagues. Please take time to provide feedback here: https://indstate.qualtrics.com/jfe/form/SV_3sW8o7bcEhIRnk8

We ask that you provide feedback by July 10, 2020 as the content will be reviewed by the Executive Committee and delivered to the full Staff Council during our retreat on July 23, 2020. Representatives will utilize feedback to address concerns and incorporate ideas for change into goals/charges for the 2020-2021 academic year and beyond and will dedicate time reviewing the policies, procedures, and culture of Staff Council to better our efforts for inclusion. Staff Council will continue to do our research, maintain accountability, and do our best to support and advocate for our staff community. In order for Staff Council to address the issues and needs of our Black and Brown staff, we look for you to help us. We need your involvement in the council. We need you at the table. The Staff Council will offer its assistance in developing social justice strategies within our ranks. We see you. We hear you. You are not alone. We are dedicated to the work within ourselves and as Staff Council because we know Black Lives Matter.