

Agenda: DEI Task Force Meeting, Wednesday, September 19, 2018

- Introductions (all)
- Ground Rules (LB)
- Task Force and Steering Committee Structure (AJ)
 - Documenting and Transparency
 - One Drive (meeting notes and documents)
 - Public facing web presence
- Task Force Charge (attached) (LB)
- Strategic Plan (attached) (TYN)
- Exercise (all) - Identify Goals/Issues of Concern
- ClimateQUAL - <https://www.climatequal.org/home> -
 - *Organizational Climate and Diversity Assessment* is an assessment of library staff perceptions concerning (a) their library's commitment to the principles of diversity, (b) organizational policies and procedures, and (c) staff attitudes. It is an online survey with questions designed to understand the impact perceptions have on service quality in a library setting.
 - ClimateQUAL® aims to:
 - * Foster a culture of healthy organizational climate and diversity;
 - * Help libraries better understand staff perceptions of organizational climate and diversity;
 - * Facilitate the on-going collection and interpretation of staff feedback;
 - * Identify best practices in managing organizational climate; and
 - * Enable libraries to interpret and act on data.
 - Sample Questions - <https://www.climatequal.org/about/concepts/sample>
- Other Agenda Items?

- Announcements
 - UNM Diversity Council Rep (TYN, AJ backup) (TYN)
 - Wednesday, September 5 meeting highlights
 - Next meeting, Wednesday, October 3rd
 - UNM Diversity Summit 2018 – Friday, September 21, 2018 (TYN attending)
 - The 3rd National Joint Conference of Librarians of Color (JCLC), Albuquerque Convention Center, September 26 – 30, 2018, <http://www.jclcinc.org/conference/2018/>
 - Race & Social Justice Graduate Certificate (15 credits) via Institute for the Study of “Race” and Social Justice, UNM, <http://race.unm.edu/certificate.html>

About the Certificate

This 15-credit transcribed "Race & Social Justice Interdisciplinary Graduate Certificate" is designed as an area of specialization for students pursuing a master's

degree or a doctorate in disciplines in the humanities, social sciences, fine arts, or the professional schools at the University of New Mexico; and students, community members, and practitioners who are not currently enrolled graduate students but have earned a BA or higher

- Other Announcements?
- Next Meeting
 - Steering Committee, Wednesday, October 10, 2018
 - DEI Task Force, Tuesday, October 16, 2018

Strategic Plan 2017-2020 (Excerpted)

Priorities – Where We Will Focus

Our strategic priorities set our direction and goals in order to serve our mission and achieve our vision. They inform our decisions and resource allocation, and guide our operations. The following are priority areas of focus for the UL&LS for the next three years.

- I. [Creating an Internal Culture of Engagement and Learning](#)
- II. [Building and Exploiting the Full Potential of Distinctive Collections](#)
- III. [Promoting Student Success](#)
- IV. [Fostering New Knowledge](#)

Priority I. Creating an Internal Culture of Engagement and Learning

The UL&LS recognizes the value of an internal culture of engagement and learning. Employees are key to its success. Good stewardship of these critical human resources is a high priority and supports the *UNM2020 Vision* of Faculty and Staff where “Faculty and staff work in interdisciplinary teams to enhance an efficient and effective environment where pathways for professional growth and development are supplemented by leaders and managers that invest in people and programs.” To meet the needs of the campus, it is paramount to shift from a perspective of coping to one of adapting.

Specific areas of focus when *Creating an Internal Culture of Engagement and Learning* are:

- A. Building and maintaining human capacity to achieve the UL&LS’s goals.
- B. **Embracing and leveraging diversity, equity, and inclusion to enhance relationships, take advantage of new opportunities, and better serve students.**
- C. Creating organizational capacity through improved business processes and workflow efficiencies.
- D. Communicating to foster trust, build relationships, and improve performance.

E. Improving our physical spaces to meet the changing needs of library work, facilitate learning and collaboration, and enhance the sense of community and engagement among library employees.

Priority I. Building and Exploiting the Full Potential of Distinctive Collections

The UL&LS is a recognized leader in New Mexico and the region for building, maintaining and providing access to vital and unique collections to our stakeholders. UNM distinctive collections feature New Mexico and the Southwest, Native American, and Latin America. **As the largest library in the state with the most comprehensive collections, we will work continuously to improve the quality, diversity, and findability of our materials.** This priority meets the UNM2020 goals of *Advance Discovery and Innovation* and *Promote Institutional Citizenship and Inclusive Excellence*.

Specific areas of focus in support of *Building and Exploiting the Full Potential of Distinctive Collections* include:

- A. Collaborating in the state and the region to ensure funding and human resources are used most effectively to expand collections.
- B. Utilizing collection development strategies that recognize the diverse nature and needs of our population for content and format.**
- C. Showcasing research being done by students and faculty where our knowledgeable staff, services, and extensive collections are integral.
- D. Being a leader in the state in the digitization, preservation, and presentation of archives and special collections that advance scholarship.
- E. Working to increase users' awareness and discovery of existing collections and content to maximize their value.
- F. Providing descriptions and tools that expand the ability of users to discover and request materials through our online presence.
- G. Optimizing the use of our print collection spaces through collaborative arrangements with state and regional partners.

Strategies

The UL&LS administration will be accountable for the success of the strategic plan. The administration will support implementation of the strategic plan by communicating strategies, prioritizing resource allocation, and making sure that employees are involved by applying the strategies to both practical and tactical everyday work.

Strategies provide a framework that gives us direction and guides our choices. The six strategies will be applied when exploring new directions, implementing strategic priorities, and during assessment. (1) For new directions, the six strategies in combination will provide a framework for brainstorming possibilities. (2) For implementation, each of the six strategies will be addressed as part of the action plans when determining individual goals,

objectives, and projects. (3) For assessment, overlaying each of the six strategies over each of our priorities will provide a gap analysis.

Use of the Strategies

Strategies will be applied UL&LS wide as well as within individual projects. Administrators will assign responsibility for UL&LS wide projects. Individual projects will be implemented by a team and will require specific action plans that address who, where, when and how we will reach our goals and objectives in addition to the requirements listed below.

1. Communication
2. Community Engagement & Partnerships
3. Diversity, Equity, & Inclusion
4. Fundraising
5. Human Resource Development
6. Physical Spaces
7. Web & Digital Presence

Fundraising makes it possible to realize strategic priorities that might otherwise be difficult to implement with existing resources.

UL&LS:

- Develop a funding strategy that establishes the financial requirements of the strategic plan.
- Determine the need for outside contributions, explore funding prospects, set specific goals, and make our case.
- Every project will include a vision and a rough budget estimate for use in development.

Strategy 3. Diversity, Equity, & Inclusion

Diverse, equitable, and inclusive organizations bring richness to UNM and perform better. UL&LS will prioritize diversity, equity, and inclusion. UL&LS administration will lead planning to produce a diversity, equity, and inclusion strategy that will honor diversity, ensure fairness and access, and create an environment where all employees are treated respectfully and valued for their distinctive skills and perspectives.

UL&LS:

- Collect and analyze data and develop a strategy based on findings.
- Change policies and procedures and implement initiatives. Evaluate success.
- Every project will examine the initiative to make sure that it is diverse, equitable, and inclusive.