



DEI Committee

Meeting Minutes

June 9, 2022, 2:00 pm

Meeting called to order at 2:16 pm by chair

Present: Elizabeth Baker, Committee Chair (Carteret CC); Robert James, Vice-Chair (Nash CC); Nathan Stancil (Johnston CC); Liza Palmer (Brunswick CC); Barbara Bera (Central Carolina CC); Retha Hall (Central Piedmont CC); Touger Vang (Montgomery CC).

Absent: Colleen Kehoe-Robinson (James Sprunt CC); BJ Thompson (Central Carolina CC); Morgan Pruitt (Central Carolina CC).

Agenda:

- Review/approval of minutes April 14, 2022 and May 9, 2022
- Officer positions/member updates
- Inclusive Library Services Toolkit
- SLNC Racial Equity Toolkit

Discussion Items:

- **Minutes** from April 14, 2022 and May 9, 2022
 - Robert made the motion to approve the minutes (both dates). Touger seconded the motion, and Barbara provided a third motion.
- **Officer positions/member updates**
 - Elizabeth informed the group that B.J. will be stepping back from the committee over the summer to focus on staffing issues at her library. She hopes to return in the fall.
 - Elizabeth informed the group that Brittany has accepted a position at Furman University in South Carolina. As such, she is no longer employed within the North Carolina Community College System. Elizabeth asked Retha if she was still in touch with Brittany. Retha confirmed that she was. Elizabeth asked Retha to tell Brittany that she will be missed.
- **Inclusive Library Services Toolkit**
 - Robert reported for the Best Practices group. Adapting the ACRL Diversity Standards, Robert shared a document with several categories. He briefly covered the categories, telling the group that the list could be altered as needed. Elizabeth said that she liked the start of this section. She asked if concrete examples for librarians to use would be included under each heading. Robert said that examples or case studies would be added. Elizabeth said before this meeting that the committee did not have a guide for this toolkit. Now, this group has laid out markers to guide the way.
 - Elizabeth asked Liza if this information was enough for the Learning Outcomes group to begin drafting their portion of the toolkit. Liza thought that it was.
 - Elizabeth said that she and Touger would get together to draft the introduction. It is still too early for the conclusion to be written.
 - Elizabeth reminded the group that Nathan might find definitions to add to his section.
 - Touger asked about the groups. The groups are listed below:
 - Introduction—Elizabeth and Touger
 - Learning outcomes—Colleen and Liza
 - Overview (definitions)—Nathan

- Best Practices—Robert, Barbara, Retha, and Morgan
 - Conclusion—Elizabeth and Touger
- Elizabeth said that the next meeting is scheduled for July 14 at 2 pm. She asked Liza if the Learning Outcomes would be ready to report. Liza thought that they would, although she won't be able to attend. Elizabeth asked if Colleen could share their work.
- Elizabeth asked if the Best Practices group would have more information to share by July 14. Robert said that the larger group could break into smaller groups to make the work more manageable. Elizabeth agreed that was a good plan.
- Robert was asked to share his document with the committee.
- **SLNC (State Library of North Carolina) Racial Toolkit**
 - Elizabeth said that this toolkit is intense and it takes some time to finish. She reminded everyone that during the last meeting she suggested asking a representative from the State Library to be a guest at a future meeting to talk about the toolkit. She also reminded everyone that there was a discussion about whether the committee wanted to sponsor a webinar on the toolkit, with the State Library representative presenting.
 - After some discussion, Robert suggested that the committee invite the State Library to talk about their process of working on the toolkit. Specifically, what was their process? How did the toolkit develop? Did they use focus groups or surveys? What lessons did they learn? What advice might they have for our toolkit?
 - Elizabeth agreed that we could invite them as guest (or guests) to a meeting.
 - Nathan was interested in learning how did they make sure the information was accurate. How did they review their work? Did they use feedback? Did they form an advisory board?
 - Touger said that he felt that the toolkit was missing points, missing voices. North Carolina has a diverse population that speaks diverse languages.
 - Elizabeth stated that the toolkit is very black and white, as these are the only two races that it includes.
 - Nathan said a very small section of the toolkit addresses the Cherokee. He questioned: who is the toolkit for? He expressed that the toolkit appears to be for middle school learners. However, this is not clear.
 - Elizabeth responded that she did not remember them stating the target audience for the toolkit. She thought that it had a public library focus.
 - Touger agreed that the toolkit does not define its audience. It could be public libraries, schools, etc. He stated that the toolkit could have used other models (or communities) to include all of North Carolina.
 - Barbara suggested that we ask a representative from the State Library to provide an overview of their process, and we could use their ideas to improve our toolkit. We could provide what's missing.
 - Touger said with our toolkit (inclusive library service) that he could see himself in it.
 - Elizabeth said the audience with our toolkit (as was with the collection development toolkit) is North Carolina librarians, particularly those people working in community college libraries. It is very focused.
 - Elizabeth said that she would work on getting someone from the State Library to attend the September meeting to talk about the process of making the toolkit.

Action items:

- Elizabeth will send the link for the next meeting.
- The groups will continue to work on their sections of the inclusive library services toolkit.
- Everyone will complete the SLNC Racial Equity Toolkit.
- Elizabeth will ask a representative from the State Library to attend a meeting to talk about the process for creating the SLNC Racial Equity Toolkit

Next meeting: July 14, 2022, 2pm

Meeting adjourned at 3:08 pm by chair

Notes recorded by: Elizabeth