



Equity Sub-Committee

Meeting Minutes

September 10, 2020, 2:00pm

Present: Elizabeth Baker, Chair (Carteret CC), Brittany Champion, Co-Chair (Pitt CC), Retha Hall (CPCC), Peggy Higgins (AB Tech CC), Robert James (Nash CC), Denise Keating (CPCC), Garrison (Allan) Libby (CPCC), Samantha O'Conner, NCCCLA VP (Central Carolina), Liza Palmer (Brunswick CC), Colleen Kehoe-Robinson (James Sprunt CC), Nathan Stancil (Johnston CC), BJ Thompson (Central Carolina),

Guest: Abigail (Abby) Ballard, MLIS Student

Not present: Kris Obele Bele (Fayetteville Technical CC), Amber Jacks (Caldwell CC), Jennifer Seagraves, NCCCLA President (Johnston CC), Touger Vang (Montgomery CC)

The meeting was called to order by Elizabeth Baker.

Agenda:

- ✚ Review and approval of August 13th meeting notes
- ✚ Review and discuss revised purpose statement
- ✚ Discuss possible action plans
- ✚ Meeting schedule

Discussion Items:

- ✚ Welcomed Abby (MLIS student) for joining sub-committee meeting
- ✚ Meeting notes from August 13th meeting were not approved
- ✚ Denise and Garrison discussed the revisions made to the accountability section. The committee shared feedback and suggestions on the revisions. Committee members decided to change section title from accountability to assessment.
- ✚ Collaboratively revised accountability and assessment bulleted descriptions to leave open purpose statement. Document revisions are located in the NCCCLA Equity Sub-Committee documents folder (via Office 365)
- ✚ Committee members discussed their viewpoints on how libraries and staff could be held accountable for maintaining equity. Suggested various assessment methods for data collection, the best way to get participation and input from all libraries (e.g., poll, survey, asking for recommendations, etc.)
- ✚ Elizabeth and Brittany shared equity purpose statement with NCCCLA Executive Board members during August meeting. The board was favorable of the statement and acknowledged the sub-committee team members in creating. In addition, heartfelt thanks and appreciation were extended to team members for their hard work and time in developing the equity and purpose statements
- ✚ Members agreed to change committee meeting to every other Thursday.

Action Items:

- ✚ Elizabeth and Brittany will attend the NCCCLA Board meeting on September 23rd to share final version of Equity Purpose statement
- ✚ Committee will begin to think of action items (e.g., displays, workshops, toolkits, etc.) to support the statement's purpose
- ✚ Create newsletter:
 - Robert and Elizabeth suggested recognizing libraries that are making progress in equity
 - Develop and distribute electronic surveys to assess the equity needs of NC community college libraries

Next Meeting: Thursday, September 24, at 2pm

Meeting adjourned at 2:55pm

Access committee collaboration documents here [_](#) (to open click on Onedrive.aspx)

Minutes recorded by Brittany Champion and Retha Hall