



DEI Committee

Meeting Minutes

November 14, 2022, 2:00 pm

Meeting called to order at 2:02 pm by chair

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

Absent: BJ Thompson (Central Carolina CC); Morgan Pruitt (Central Carolina CC).

Agenda:

- Review/approval of minutes October 13, 2022
- SLNC Racial Equity Toolkit—review of guest visit
- Inclusive Library Services Toolkit

Discussion Items:

- **Minutes** from October 13, 2022
 - Liza made a motion to approve the minutes. Touger seconded the motion.
 - The minutes were approved.
- **SLNC (State Library of North Carolina) Racial Toolkit**
 - Elizabeth asked for feedback from the previous meeting with the guests from the State Library. Did the group enjoy having guests? Would everyone like to have guests in the future? The responses to the first question were positive. Colleen liked having a “sneak peek behind the curtain” of the creation process of the racial toolkit. She expressed her thanks for the guests from the State Library attending our meeting. Barbara expressed that she liked that the guest stressed how much time was involved in completing the toolkit. They shared with the committee to expect creating a toolkit to take time and to expect for it to be work. Nathan shared that the visit helped to put some of his questions into context. Robert stated that he was surprised that the State Library guest said that the views of their racial toolkit was low, especially since they have made several presentations marketing it. Nathan surmised that perhaps the views were low because the toolkit is time consuming to complete.
 - Elizabeth asked about having future guests, such as someone from the CCLINC cataloging committee to talk about critical cataloging. A suggestion was made to have someone from NCLA’s (North Carolina Library Association) REMCo committee to talk about their participation in the racial toolkit or other initiative they are working on. The response to having future guests was positive.
- **Inclusive Library Services Toolkit**
 - Robert shared in an earlier email that his group needed more input from other community college librarians to work on their best practice section of the inclusive library services toolkit.
 - Elizabeth suggested that the committee create a survey to gather this information across the state. The survey could ask librarians what they are doing to ensure inclusive library services. In addition, the survey could ask what challenges they encountered providing inclusive service. Robert suggested adding a section to the survey where librarians could volunteer to participate in a short interview. This practice could help to gather more information to include in the toolkit.

- Elizabeth and Robert will meet in December to work on this survey. They will share their work with the committee in the January meeting.
- Elizabeth shared that she and Touger completed the introduction. She added it to the working document. She reminded everyone that the introduction was hard to write when the entire document is not complete. It can be changed in the future if necessary.
- Liza and Colleen added the learning outcomes to the shared the document. They stated that they felt it was a strong first draft. They used the Cultural Proficiency Continuum from the Center for Culturally Proficient Education Practice (CPEP) to create the outcomes. Colleen said that taking the self-assessment tools was “an eye-opening experience.” Elizabeth thought that the committee should take the assessments as homework. Nathan said that completing the assessments might add words or terms to the glossary. Colleen shared the links to the assessment websites in the chat.
- Robert asked for the group's input to finish the best practices portion of the inclusive library services. Liza asked if the sections were complete, and Robert responded that they were not. He stated that they were a first draft at this point, and they may need to be added to or combined in the future. Nathan stated that the sections are a springboard to get started. Liza asked Robert how long does he want each section. Robert indicated that he does not have a specified length in mind; while he does not want them to be too long, he stated that he believes that the sections are too short at present. Barbara chimed in that she has found some case studies that expound on the sections that she is working on. Liza suggested adding citation ethics to the best practices section as this subject is topical at the moment, and many people are focusing on it.
- Liza volunteered to host the survey through her institution.

Action items:

- Elizabeth will send the link for the next meeting in January.
- Elizabeth and Robert will create the survey.
- The groups will continue to work on their sections of the inclusive library services toolkit if possible.
- Everyone should complete the cultural competencies assessments
- Everyone will review the inclusive library services document.

Next meeting: January 19, 2022, 2pm

Meeting adjourned at 2:46 pm by chair

Notes recorded by: Elizabeth