



DEI Committee

Meeting Minutes

September 8, 2022, 2:00 pm

Meeting called to order at 2:05 pm by chair

Present: Elizabeth Baker, Committee Chair (Carteret 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: Robert James, Vice-Chair (Nash CC); BJ Thompson (Central Carolina CC); Morgan Pruitt (Central Carolina CC).

Agenda:

- Review/approval of minutes July 14, 2022
- Officer positions/member updates
- NCCCLA Annual Conference
- SLNC Racial Equity Toolkit
- Inclusive Library Services Toolkit

Discussion Items:

- **Minutes** from July 14, 2022
 - Barbara made a motion to approve the minutes. Colleen seconded the motion.
 - The minutes were approved.
- **Officer positions/member updates**
 - Elizabeth reminded the group that the secretary position is still open.
 - Elizabeth informed the group that Retha has resigned from the committee.
- **NCCCLA Conference**
 - Elizabeth informed the group that at the last NCCCLA Executive Board meeting there was discussion about the annual conference.
 - The first suggestion was made to change the conference to every other year, placing it on the off-years from the NCLA (North Carolina Library Association) bi-annual conference. NCCCLA Executive Board leaders thought that this action would strengthen the conference offerings, and it might make it easier to recruit presenters.
 - The second suggestion was to move the conference from the spring to the fall semester. NCCCLA Executive Board leaders thought that this action would give attendees the choice of the NCLA conference one year and the NCCCLA conference the next year.
 - Nathan voiced concerns about moving the conference into the fall semester, particularly if the budget is approved and distributed late to the colleges.
 - Barbara stated that she liked having the conference in the spring semester because the fall semesters have more students, with many of them being new students who need a lot of help. The spring semester has more returning students who may not need as much assistance.
 - Elizabeth said that moving the conference to the fall semester might create a conflict with the system conference, and the spring semester allows the NCCCLA conference to be scheduled during spring break when there is less people and traffic on the hosting campus.

- Elizabeth told the group that the decision has not been made yet. NCCCLA Executive Board leaders stated that they want to survey the association's membership for input before the decision is finalized.
- The next conference is scheduled for March 2023 at Central Piedmont CC at the time of this writing.
- **SLNC (State Library of North Carolina) Racial Toolkit**
 - Elizabeth asked a representative from the State Library to attend the October meeting. She asked everyone to have questions ready for the visit.
 - Nathan suggested creating a bulleted list for the representative to address during the presentation. The group created the following questions:
 - Who is the intended audience for the toolkit?
 - How is the toolkit envisioned to be used?
 - What was the process for creating it?
 - How participatory was the process?
 - What sources were used in creating the toolkit?
 - What selection process was used to determine what was included or not in the toolkit?
 - What did you learn while creating the toolkit?
 - What would you do differently if you could do it again?
 - Do you have additional toolkits planned for the future? If so, will they focus on different voices or experiences?
 - What can we learn from your process while we create our toolkit(s)?
 - Elizabeth said that she would share the questions with the State Library before the visit in October.
- **Inclusive Library Services Toolkit**
 - The groups reported on their progress.
 - **Introduction (Elizabeth & Touger)**—the group meet earlier in the day to work on the introduction. They created three questions to guide the introduction. They scheduled a meeting two weeks later to report their progress.
 - **Learning Outcomes (Colleen & Liza)**—The group is waiting to get a sense of the direction of the document. They are exploring using the Cultural Competence Continuum as a framework for drafting the learning outcomes. They were inspired by a presentation by Dr. Kawanna Bright where she discussed the spectrum of diversity work.
 - **Best Practices (Robert, Barbara, BJ, and Morgan)**—Only one member of the group was present. There was a discussion whether the group needed more members. Barbara volunteered to take on more sections of the document. Nathan said that he could help with the document as well. Barbara said that she would contact Robert after the meeting.
 - Elizabeth asked the groups to work on their sections of the document and to share their progress in the November meeting.

Action items:

- Elizabeth will send the link for the next meeting in October. The representative from the State Library will attend to talk about the Racial Equity toolkit.
- The groups will continue to work on their sections of the inclusive library services toolkit, and the groups will be ready to present their progress in the November meeting.
- Everyone will review the Best Practices document.

Next meeting: October 13, 2022, 2pm

Meeting adjourned at 2:48 pm by chair

Notes recorded by: Elizabeth