

# Diversity & Inclusion Committee Charges

The screenshot shows the top portion of a website. At the top is a blue navigation bar with a hamburger menu icon, the text "THE LIBRARY", and the "UC San Diego" logo. Below this is a breadcrumb trail: "HOME > About > Who We Are > Diversity & Inclusion". The main content area features the "The Library UC SAN DIEGO" logo on the left and the title "Diversity and Inclusion" in large orange text. Underneath the title is a sub-header "Library Diversity and Inclusion Committee Charge" and a paragraph explaining the committee's mission. To the left of this text is a vertical sidebar with four menu items: "Who We Are", "Diversity & Inclusion" (highlighted in orange), "Environmental Sustainability", and "Website Accessibility". At the bottom of the page, there is contact information for UC San Diego, a copyright notice for 2017, and links for "Terms & Conditions" and "Feedback". The "UC San Diego" logo is repeated in the bottom right corner.

THE LIBRARY UC San Diego

HOME > About > Who We Are > Diversity & Inclusion

**The Library**  
UC SAN DIEGO

## Diversity and Inclusion

Learn more about the Library Diversity and Inclusion Committee

### Library Diversity and Inclusion Committee Charge

The Library Diversity & Inclusion Committee is charged with developing a shared understanding of diversity and inclusion among the staff of the UC San Diego Library, and with helping the Library to create an environment characterized by equal access and respected participation of all groups and individuals regardless of their culture, race, ethnicity, gender, age, religion, language, abilities/disabilities, sexual orientation, socioeconomic status, geographic origin, political views or level of education.

[View the Library commitment to diversity and inclusion.](#)

Who We Are

Diversity & Inclusion

Environmental Sustainability

Website Accessibility

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UC San Diego

**UNIVERSITY of DELAWARE** Library

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## Library Diversity: Library Diversity Committee

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### Charge

The Library Diversity Committee (LDC) is charged to provide leadership in planning and implementing diversity activities for the education and training of all Library staff and to serve as a resource for Library staff. The LDC advances the diversity mission of the University of Delaware Library by providing leadership, support, and development opportunities across all levels of the Library. The LDC has an ongoing, active role in increasing awareness and sensitivity among staff, and promoting the Library as a resource that supports the University of Delaware community.

### Past Events


#### Money Smart Week

The Library Diversity Committee sponsored a series of financial literacy speakers on April 26, 2017 as part of a national [Money Smart Week](#) initiative between the American Library Association and the Federal Reserve Bank (Chicago) to provide financial literacy programming on a variety of topics, with special emphasis on managing student debt, a concern that disproportionately affects students from underrepresented groups.

#### Banned Books Event

The Library Diversity Committee (LDC) partnered with the English Department and Sigma Tau Delta (the English National Honor Society) to present and publicize a number of Banned Books Week (September 25 – October 1, 2016) programs and exhibits. The Banned Book Read-Out on September 30, 2016 featured students, faculty, and staff reading passages from books that have been banned or challenged. The event also featured a display of challenged books, graphic novels, and films from the University of Delaware Library and the Education Resource Center. The hashtag [#udreads bannedbooks](#) captured tweets on banned books topics throughout the week. In addition, the Library displayed a selection of banned and censored books from its Special Collections as part of an exhibition, *Banned Books*, curated by Alexander Johnston, Senior Assistant Librarian.

### Current Committee



From L-R: Kathy Cephas, Holly Gunlefinger, Amy Eyre, Molly Olney-Zide

### Current Members

- Kathy Cephas, Multimedia Collections and Services Department, 2017/2019, co-chair 2017/2018
- Amy Eyre, Access Services Department, 2016/2018, co-chair 2017/2018
- Holly Gunlefinger, Access Services Department, 2017/2019
- Molly Olney-Zide, Library Information Technology User Support Department, 2017/2019
- Deborah Ryska, Metadata Services Department, 2016/2018
- Marie Seymour-Green, Collection Management and Licensed Electronic Content Department, 2016/2018

If you would like to contact the Library Diversity Committee, please email them at [lib-diversitycom@udel.edu](mailto:lib-diversitycom@udel.edu).

**Diversity, Equity, and Inclusion Council Charge**

**Duke University Libraries Guiding Principle on Diversity:**

**Diversity strengthens us:** We rely on diverse opinions, backgrounds, and experiences to make better decisions and to invigorate our organization. We are inclusive, supportive, and respectful, ensuring that multiple points of view are heard and understood. We seek to reflect the diversity of our patron communities in our services, staff, and spaces. We build, maintain, and provide access to an international and multilingual collection, representing the broadest possible spectrum of cultures, ideas, and information.

**Charge**

The Diversity, Equity, and Inclusion Council will strengthen relationships, skills, and analysis to promote constructive change within DUL. The Council will propose library-wide goals, devise strategies, make recommendations, and support education and training initiatives that address diversity, equity, and inclusion issues.

Acknowledging that these issues are ever-evolving and that DUL are part of a much larger community, the Council will evaluate the Libraries' strengths and challenges in these areas with the intention to further enhance diversity, equity, and inclusion. To be successful, this work must be collaborative and engage many different aspects and groups within DUL, demonstrating transparency.

Recognizing that diversity initiatives must be embedded within the culture and practices of the Libraries to be truly transformational, the Diversity, Equity and Inclusion Council will work in concert with the Executive Group, Library Human Resources, and appropriate departments and committees to meet its goals.

**Diversity:** recognizing the value of the perspectives of community members of varying backgrounds and identities including, but not limited to, culture, race, ethnicity, gender, age, religion, language, abilities/disabilities, sexual orientation, socioeconomic status, or geographic origin.

**Equity:** creating and supporting systems and behaviors that promote equality, fairness and justice.

**Inclusion:** creating an environment of equal access, belonging, respect, opportunity, and empowerment.

In working to achieve this charge, the Library Diversity, Equity, and Inclusion Council will:

- **Policy/Strategy/Action:** Propose to the Executive Group annual library-wide diversity, equity, and inclusion goals, initiatives, programs, and benchmarks for approval and implementation. At the request of the Executive Group, partner with existing and ad

**DUKE UNIVERSITY LIBRARIES**  
Diversity, Equity, and Inclusion Council Charge

hoc groups within and beyond Duke University Libraries to promote diversity, equity, inclusion and accessibility in our discussions, services, collections, staff, and spaces (physical and virtual).

- **Assessment:** In conjunction with Library Human Resources, coordinate regular workplace assessments and survey current research and scholarship to develop recommendations for short-term and long-term benchmarks for approval by the Executive Group. Monitor progress and report results and recommendations to the Executive Group.
- **Communication:** Routinely communicate to the Duke University Libraries community the Council's work and progress toward goals.

**Membership**

Members will serve on the Council for two years.<sup>1</sup> The Council will have two Co-Chairs with staggered terms.

The Executive Group, in collaboration with the Council,<sup>2</sup> will review statements of interest from the Libraries' staff with the goal of appointing 6-8 members who bring deep, broad, and complementary interest and experience. Student representation will also be considered.

The Director of Library Human Resources will serve ex officio on the Council to consult on best practices and current research and to provide continuity as members rotate on and off the Council.

**Reporting**

The Committee will report directly to the University Librarian.

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<sup>1</sup> The first year will have 3-4 staff serving three years, and 3-4 for two years to allow for staggered two year appointments to the council.

<sup>2</sup> Individuals who helped draft the charge but will not be seeking Council membership can help vet the initial group

## **KU Libraries: Diversity, Equity & Inclusion Committee**

### **DEI WORKING GROUP CHARGE**

This working group will serve as an organized institutional committee aimed at libraries-wide educational efforts and the development of operationalized social justice initiatives to reduce inequalities and inequities. This group will serve as leaders in the libraries and across campus to promote critical thinking and advance the libraries' mission to prioritize a diverse workforce across campus and encourage all ideas and perspectives. As leaders, this working group will provide recommendations to enhance the educational, cultural, social and developmental needs of all libraries' stakeholders.

LSU Libraries Advisory Committee On Diversity

August 9, 2016

**Charge**

The LSU Libraries Advisory Committee on Diversity is appointed by the Dean of the Libraries, is composed of library employees committed to the goals of diversity. Its main purposes are 1) to foster a positive attitude toward diversity and inclusion within the LSU Libraries; 2) to assist search committees in the recruitment of a diverse pool of candidates for positions at the Libraries; and 3) to establish and maintain a welcoming and respectful environment for all library employees and patrons.

The Chair of the Committee will represent the Libraries on the LSU Academic Affairs Office of Diversity, Academic Diversity Representatives Committee. Attend quarterly meetings and facilitate communication between the Libraries and the Office of Diversity regarding diversity and inclusion issues. The Diversity Committee has an ongoing, active role in performing climate assessment, contributing to strategic and other planning for the Libraries, and recommending policies and programs on diversity and inclusion within the Libraries.

**Membership Guidelines**

In appointing members, a balance should be sought which reflects a broad representation of the LSU Libraries faculty and staff.

- Members will be appointed by the Dean in consultation with the Diversity Committee
- Committee appointments will be made on the academic calendar
- Committee appointments will be for a minimum of two years (Members are welcome to remain on the committee for longer if they desire.)
- Unexpired terms will be filled as needed

**Procedures for Membership Selection:** A call for volunteers will be made each summer. The committee will review and make recommendations to the Dean to fill vacancies. New members will join the committee as soon as they are appointed. Members who will be rotating off of the committee will serve until August 15th to provide some transition and overlap.

**Outreach & Collaboration**

- In conjunction with appropriate Libraries' staff, plan public programming on diversity and inclusion.
- Create opportunities for staff to learn about diversity-related issues and topics using a cultural enrichment discussion series. Encourage exploration and tolerance of individual differences and promote openness to learning from others.
- Offer programs that will address the Libraries' services to individuals with disabilities.

- Promote the Libraries' rich and diverse collections.
- Develop and strengthen partnerships with diversity-related groups and programs on campus.
- Coordinate the Libraries' diversity initiatives with the Office of the Office of Diversity and Office of Multicultural Affairs.
- The Diversity Committee Chair keeps the Deans and ADs informed of activities.

**Professional Development**

- Participate in professional development activities to educate Committee members as well as share the Libraries' diversity initiatives with the library profession.
- Explore ways to educate Committee members by taking advantage of educational opportunities on campus and in the community. Identify and publicize these opportunities within the Library.

**Recruitment**

- Assist the Libraries and the library profession in recruiting and retaining a diverse workforce.
- Participate in the administration of the Libraries' Internship/Residency Program.
- Assist search committees in the recruitment of a diverse pool of applicants for positions at the LSU Libraries.

**Assessment**

- Develop assessment tools to guide measures to improve collegiality and morale and implement needed actions as indicated by those tools.
- Develop assessment tools to determine how library services can best be individualized to meet the diverse needs of students and faculty and implement those customize services.


**Reports to:** Dean of Libraries and provides regular reports



## MASSACHUSETTS INSTITUTE OF TECHNOLOGY LIBRARIES

Committee on the Promotion of Diversity & Inclusion: Committee Charge & Members

<http://libguides.mit.edu/c.php?g=176162&p=1159799>



### Committee on the Promotion of Diversity & Inclusion: Committee Charge & Members

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#### Charge

The Libraries' Committee on the Promotion of Diversity and Inclusion (CPDI), which is appointed by and reports to the Director of the MIT Libraries, is composed of library employees committed to promoting an understanding and valuing of diversity and inclusion within the MIT Libraries. Its purpose is to create and maintain a welcoming and respectful environment for all library employees and patrons. The CPDI has an ongoing, active role in performing climate assessment, increasing awareness and sensitivity among staff, and recommending policies and practices that embed diversity and inclusion into all relevant staff programs and library services and activities. The CPDI will work to establish, prioritize, and fulfill goals that increase the diversity and inclusiveness of our workforce and service environment.

#### Composition

Appointed by the Director of the MIT Libraries, the Libraries' Committee for the Promotion of Diversity and Inclusion is composed of library employees committed to the goals of diversity and inclusion. It consists of at least five members at-large and may be chaired by a single chair or by two co-chairs. Members at-large are full- or part-time Library employees from both administrative and support staffs, serve two-year staggered terms, and may be appointed to one successive term.

The screenshot shows the University of Oregon Libraries website. At the top, there is a green header with the 'UO Libraries' logo and a search bar. Below the header is a navigation menu with links for Research Support, Services, Collections, Library Accounts, About, and Ask Us. The main content area is titled 'Library Diversity Committee' and includes a sidebar with navigation links for Overview, Accessibility, Diversity Fund, Library Diversity Committee (selected), Open Letter to the UD Community, and Diversity Resource Guides. The main text describes the committee's role, lists its charges, team members, meetings, resource people, and history.

## Library Diversity Committee

The Library Diversity Committee (LDC) provides leadership in the area of equity and inclusion by devising overarching strategies, making recommendations, and raising the visibility of the Library's diversity, equity, and inclusion efforts.

### Group's Charge

- Provides leadership for the development and assessment of short- and long-term strategies for structure, policies, processes, curricula and engagement in alignment with the [University-wide Diversity Plan](#) and other matters concerning diversity, equity and inclusion;
- Develops activities that promote cultural competency among library employees;
- Advises Library Administration regarding issues related to equity and inclusion;
- Collaborates with individuals and organizations to further diversity-related goals.

### Team Membership

This group is made up of appointed individuals with staggered two-year terms, plus the Dean of Libraries and the Human Resources Manager, who serve as *ex officio* members. This is a standing team, with charge and membership to be reviewed by the Administrative Team periodically.

### Current Library Diversity Committee Members

- [Adrienne Lim](#), Dean of Libraries (ex officio)
- [Patrick Moore](#), Human Resources Manager (ex officio)
- [Damon Campbell](#), Acquisitions Librarian
- [Mara Chan](#), Student Supervisor
- [Lydia Harlan](#), Acquisitions Receiving Specialist
- [Carolina Hernandez](#), Journalism and Communication Librarian (chair)
- [Jennifer O'Neal](#), Richard & Mary Corigan Selari University Historian & Archivist
- [Ann Shaffer](#), Music and Dance Librarian
- [Jen Smith](#), Administrative Assistant
- [Samuel Villalobos](#), Administrative Support Specialist

### Meetings

- LDC meets monthly.

### Resource People or Groups

This refers to people or teams that are available to the group as resources for consultation, but who are not expected to attend every meeting or participate in all tasks. In this case, known resources are: Library Council, campus-level contacts or committees, and other stakeholders as identified by the team.

### History

The Library Diversity Committee began as the Library Diversity Task Force, established in October 1996 by George Shipman, then University Librarian, to develop a library-wide diversity program. The initial goal of the task force, associated with [Association of Research Libraries's diversity efforts](#), was to keep diversity in the forefront of library-wide activities. To this end, it sponsored several diversity-related public events and commenced the development of a multicultural resource guide. In March 1998, Shipman created a formal Library Diversity Advisory Group, and the group's name became the Library Diversity Committee in November 2000. The committee's efforts achieved special recognition in 2000 when past and present members were honored with UD's Martin Luther King, Jr. Award.

### Group on Library Diversity (GOLD) Charge

**Purpose:**

The Group on Library Diversity (GOLD) supports the University of Pennsylvania Libraries Diversity Statement, including its commitment to foster and ensure a welcoming and respectful environment for all library staff and users. GOLD provides training and informational programs, assists with the recruitment process, and serves as a resource for raising awareness about diversity.

**Mission and Responsibilities:**

GOLD works with staff, Administrative Council, and the Libraries' Human Resources Office to promote and support a diverse workforce within the Libraries.

GOLD is charged with the following tasks and objectives:

**Recruitment**

- Create an online presence for the Libraries' diversity initiatives, including GOLD.
- Assess and make proposals that improve the Libraries' recruitment process, such as: broaden the distribution of position postings; have the Libraries' Affirmative Action Compliance Officer aid search committees in their initial review of applicants; assist with recruitment training that focuses on the benefits of a diverse staff.

**Staff Engagement**

- Plan programs that reflect the Libraries' commitment to diversity: staff training; guest speakers; highlight the Libraries' collections promoting diversity; community building events.
- Encourage staff engagement in diversity initiatives.
- Collaborate and build coalitions with the University and community groups that support and celebrate diversity.

**Assessment**

- Establish an annual review process that monitors the progress of GOLD's efforts.
  - Review the Libraries' recruitment, hiring, and retention practices.
  - Review the University's EEO (Equal Employment Opportunity) report on the Libraries.
  - Consult with the Libraries' Affirmative Action Compliance Officer on applicant pools and hiring outcomes.
  - Conduct staff surveys to assess the workplace climate and diversity related topics.
  - Establish a benchmark for tasks and objectives as necessary.

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## University Libraries Diversity Council Charter

### Description:

The thirteen member University Libraries Diversity Council is a standing group reporting to the Dean of the Libraries. The Council supports Virginia Tech's strategic plan goal to "foster a diverse and inclusive community that supports mutual respect" in the University Libraries and the Virginia Tech community. Council members will:

- Review the library's climate survey results focusing on diversity related items and suggest appropriate actions
- Establish annual goals for the Council at the beginning of each academic year
- Issue an annual report of its activities and progress in achieving stated goals
- Develop strategies to improve recruitment and retention of a diverse workforce in the libraries
- Provide and promote educational opportunities on Inclusion and Diversity in the libraries
- Provide information to InclusiveVT or other campus entities as requested
- Advise the Dean of the Libraries on matters regarding Inclusion and Diversity
- Align Library Diversity Council initiatives with InclusiveVT
- Emphasize inclusion and diversity activities that relate to university programs
- Review the charter annually

### Co-Chairs/ Members:

The Council Chair, Vice Chair, and Chair-elect will be elected by the body

The thirteen members will be selected as follows:

- One member will be the Director of Planning & Branch Operations who has been given oversight to Diversity Initiatives in the Library (ineligible to hold office).
- One member will be selected by LSA as their elected representative.
- One member will be selected by LFA as their elected representative.
- The Director of the following departments will each select one representative:
  1. Collections & Technical Services
  2. Digital Strategy and Outreach and Dean's Office
  3. Information Technology Services
  4. Learning
  5. Planning & Branch Operations
  6. Research & Informatics
  7. Special Collections
- One member will be the current Diversity Alliance Residency Librarian (ineligible to hold office).
- The Dean of the Libraries, or his proxy, will select a faculty and a staff member as the two remaining at-large committee members.

Council Member terms are three years alternating and they may volunteer for additional terms.

### Meetings:

Council meetings will occur at least six times a year. The Diversity Council will present at the Library Council meeting at least once a year.

Revised June 2016