

11/29/2021

## **Diversity, Equity, Inclusion, & Accessibility Planning Advisory Team**

### **Background**

“The Libraries value...UCI’s diversity and principles of community, which we uphold, incorporate, and exemplify in our actions.” – from the [UCI Libraries’ Strategic Plan](#)

We seek to uphold these values and enhance the Libraries contributions to anti-racism, diversity, equity, inclusion, belonging, and accessibility at UCI.

The Libraries have articulated a [Diversity, Equity, & Inclusion Commitment and Plan](#), including general goals, and we have established a standing Diversity Team that has contributed to advancing this plan. National and local events have emphasized the critical need for urgent action. To energize and sustain these efforts, the Leadership Council, with library-wide input and feedback, developed an Action Plan for 2021-2022.

Investing in organizational initiatives to advance diversity, equity, inclusion, and accessibility was one of the major themes articulated in this Action Plan, along with the specific goals of hiring an external facing Director of Library Diversity, Equity, Inclusion, and Accessibility (DLDEIA) in Public Services and an internally facing Training and Organizational Development Coordinator (TODC) in Library Human Resources. The intent is for these two new positions to work collaboratively on advancing DEIA initiatives within the Libraries with the goal of sustaining a more welcoming and inclusive organization and to enhance the centrality of DEIA throughout our resources and services.

### **Charge**

The major goal of the Diversity, Equity, Inclusion, & Accessibility Planning & Advisory Team will be to lay the groundwork for success for the DLDEIA and TODC positions.

### **Appointment and Reporting**

The Diversity, Equity, Inclusion & Accessibility Planning Advisory Team will report to John Renaud, AUL for Research Resources and Kevin Ruminson, AUL for Administrative Services, both of whom are serving as Interim Co-AULs for Public Services. If an AUL for Public Services is hired before the work of the group is complete, the AUL for Public services will be included as a reporting authority.

### **Key Tasks and Responsibilities**

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- Prepare the groundwork for integrating the DLDEIA and TODC positions into the broader organizational structure and facilitate the success of these roles by:
  - Engaging library-wide involvement and support for their work and preparing a welcoming and supportive environment,
  - Developing recommendations for teams, groups, or other infrastructure to support the work of these positions,
  - Collecting relevant documentation to aid in understanding of the UCI and UCI Libraries DEIA landscape for candidates and new hires (potential partners, campus and library initiatives, affinity group contacts, background information and context, etc.).
  - Developing suggestions and options for potential initial projects.
  - Present options and recommendations to Leadership Council

### **Special Considerations and Challenges**

Our intent is to continue to work collectively as an organization to advance diversity, equity, inclusion, and accessibility within the Libraries during the upcoming year and to not wait for the completion of planning or the hiring of new employees to advance DEIA related initiatives. While the DEIA Planning & Advisory Team is not specifically charged with implementing initiatives, the Team is encouraged to work with groups and individual throughout the Libraries to advance projects or initiatives that may arise out of discussion and brainstorming.

The Team may consider the following options for advancing projects and initiatives during 2021-2022:

- For suggestions regarding programming, training and development opportunities, or library-wide dialogue, the Team can reach out to the Libraries' standing Diversity Team, which has been charged with planning diversity related library programs and activities.
- For suggestions regarding services, resources, policies, or procedures, sharing ideas or recommendations with Leadership Council or relevant Department Heads.
- For suggestions regarding enhancements to library spaces to improve inclusiveness and accessibility, contact the Inclusive and Welcoming Library Spaces Task Force.
- The team may also collectively decide to work together to advance an initiative or project in consultation with the AULs

While engaging in its work, the DEIA Planning & Advisory Team should consult broadly throughout the Libraries to ensure that the process and final products are models of the inclusiveness and diverse perspectives that the Libraries strive to achieve.

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### **Expected Outcomes**

Develop a report outlining potential initial projects and areas of focus for the DLDEIA and TODC. Organize a wiki page, Google Drive, or other repository for relevant documentation to aid in understanding of the UCI and UCI Libraries DEIA landscape.

### **Timetable**

The task force should establish a regular schedule of meetings with the initial goal of developing these outcomes by summer 2022, but this timeline may be extended if additional time is needed.

### **Communication by the Group**

The group will communicate regularly with Leadership Council and other relevant individuals and groups to ensure that the proposal reflects the Libraries' strategic goals. The group should consult broadly throughout the Libraries as appropriate and should coordinate with related teams as needed (see Appendix).

### **Membership and Term of Appointment**

- Audra Eagle Yun, Chair
- Cynthia Johnson
- Melissa Beuoy
- Gaby Camacho
- Thuy Vo Dang

Members will serve until the charge has been completed.

The AUL for Public Services and AUL for Administrative Services, in consultation with Leadership Council and other stakeholders, will determine the need for future advisory teams or groups to support DEIA efforts.

**APPENDIX**

Diversity Team (existing, ongoing)	DEIA Planning & Advisory Team (new, temporary)	Inclusive and Welcoming Library Spaces Task Force (new, temporary)	Incident Response Working Group (new, temporary)
<ul style="list-style-type: none"> <li>• Promoting and engaging in dialogue among colleagues on DEI related topics.</li> <li>• identifying and organizing relevant programming and discussions.</li> <li>• Advising on the Libraries’ Diversity website.</li> <li>• Exploring how Libraries &amp; library employees can contribute to campus-wide initiatives.</li> <li>• Recommending strategies for highlighting relevant collections.</li> <li>• Suggesting ideas for public facing activities.</li> <li>• Making suggestions about highlighting Libraries’ DEI activities to broader audience.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare the groundwork for integrating the Director of Library Diversity, Equity Inclusion &amp; Accessibility and Training &amp; Organizational Development Coordinator positions into the broader organizational structure and facilitate the success of these roles by:               <ul style="list-style-type: none"> <li>○ Engaging library-wide involvement and support,</li> <li>○ Collecting relevant documentation to aid in understanding of the UCI and UCI Libraries DEIA landscape,</li> <li>○ Developing suggestions for potential initial projects &amp; areas of focus.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Conduct an “environmental scan” regarding similar efforts at US and Canadian libraries, museums, or other relevant institutions.</li> <li>• Consult with campus experts and relevant stakeholders regarding suggestions for enhancing inclusiveness and accessibility.</li> <li>• Consult with the Office of Inclusive Excellence on potential for land acknowledgements in physical spaces.</li> <li>• Develop and recommend proposals for changes to enhance inclusiveness and accessibility in library spaces, such as:               <ul style="list-style-type: none"> <li>○ Opportunities to enhance a sense of belonging for patrons.</li> <li>○ Options for enhancing sense of physical safety in library spaces.</li> <li>○ Changes to improve accessibility.</li> <li>○ Methods for gathering feedback from students regarding safety, comfort, and belonging</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Review the Libraries’ procedures for responding to incidents</li> <li>• Considers the impact of policies and procedures on potentially vulnerable individuals and groups.</li> <li>• Review the new <a href="#">UC Community Safety Plan</a> and consider whether changes to policies or procedures should be made to be in alignment with the spirit of this plan.</li> </ul>