

University Libraries

Action Area 1: Access and Equity – Recruitment and Retention (faculty, staff, students)				
Goal	Strategy	Objectives	Measures	Progress
Increase the presence of faculty and AP staff from underrepresented groups	Cast a wide net in finding candidates for open positions	Utilize these outlets to advertise open positions as appropriate: <ul style="list-style-type: none"> • El Hispano • Affirmative Action mailing list • Black Caucus of the American Library Association internet job board 	<p>Use these services for all outside searches for AP and Faculty positions</p> <p>Any increase in AP/Faculty staff 2008-2011?</p>	We have added 1 Hispanic employee and a member of the LGBT community since 2008. We continue to seek diverse candidates by advertising in these outlets.
Enhance recruitment and retention practices for staff	Keep current job descriptions updated for COT and AP positions within the libraries	Review job descriptions when positions come open and when duties change significantly	<p>Perform yearly audit of descriptions to match with current duties</p> <p>Revisions completed?</p>	We have recently reviewed all COT job descriptions (completed in Fall of 2011); We have also audited Faculty and AP job descriptions and made minor updates as needed. This audit is an ongoing process that does not have a deadline.
Increase the presence of student workers from underrepresented groups	Cast a wide net in finding student workers for open positions	In 2010/2011 develop strategies with student supervisors to develop avenues to find and entice student workers from underrepresented groups / Contact Student Employment annually to determine availability of	<p>Meet with student supervisors at least twice per academic year to raise awareness</p> <p>Recommend contacting directors of:</p>	We do meet with student supervisors twice per academic year and have reviewed this topic. We did not have an opportunity to connect with the recommended directors because we are focusing on re-structuring student work assignments prior to moving into the new library. We will renew our efforts to diversify our student

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		diverse student workers	1) Educational Support Program 2) Freshman Academy 3) Office of Multicultural Affairs to help identify diverse students in need of employment	staff as soon as possible.
		In 2011/2012 increase the number of student workers from underrepresented groups	Students from underrepresented groups make up at least 5% of the library student workforce	We contacted Student Employment and they indicated that they are not able to determine student employee “underrepresented group” status, so we were unable to measure this objective.

Action Area 2: Campus Climate

Goal	Strategy	Objectives	Measures	Progress
Improve interactions with non-traditional students	Provide support to students in the ELS program	Offer library orientation, access to resources and use of facilities	Record number of sessions annually	We held # of sessions (Number requested from Linda Woods)
Seek opportunities to extend campus conversations about inclusion related topics	Sponsor campus wide inclusion activities organized by Division of Inclusion and Equity, Office of Multicultural Affairs or similar campus organizations	Budget appropriately to support this strategy	Sponsor at least one activity per academic year Recommend notifying Office of Multicultural Affairs regarding Library's availability for financial co-sponsorship	We have set aside monies for this purpose. The Dean has contacted Dwight Hamilton to discuss possibilities for sponsoring a diversity program this year and will contact the Office of Multicultural Affairs as a follow up if needed.
Improve faculty and staff interactions with students of color, international students and students in the LGBT community	Review campus opportunities on a regular basis	Allow staff time to voluntarily participate in these events	Documented minutes from division wide meetings showing the review of campus activities occurred on at least a semi-annual basis	At our Winter Convocation (held 1/5/12) we invited Dwight Hamilton to present to our staff all of the division's training opportunities. His presentation was well received. We do not currently produce minutes for these meetings.
Support the campus climate of inclusion through the library resource collections	Select and acquire diverse materials Publicize list annually Provide access to specialty collections	Follow collection development policies actively to seek to develop appropriately diverse collection Catalog items held by LGBT, Women's	Receiving 2 or less complaints a year regarding diversity in collection -- any 2011 updates? Add items in a timely manner as	We have not received any complaints regarding diversity in the library's collections. We have added the items for the Centers and will continue to add their items as they acquire them.

	located outside of the libraries	Center, and other centers to provide awareness of those resources	requested	
Show sincere commitment to embrace inclusion and equity issues into the management of the University Libraries	Participate in Healing Racism training	Require senior library management to attend training	By 2011/12 have 100% of senior management have taken the "Healing Racism" training	Two of the five senior management team members have taken the "Healing Racism" training and one is scheduled to take it in March. Schedules have prevented the others from achieving this goal, but it is an ongoing personnel goal for the remaining individuals.
	Encourage employees to participate in the Four Core Trainings (Respect in the Global Workplace; Understanding Equal Employment Opportunity and Affirmative action; Sexual Harassment Awareness; Understanding ADA)	Allow opportunities for staff to participate in these events	By 2012 have hosted library specific training in these four areas available to all library staff	We are currently implementing an intranet system where we will highlight for our staff the upcoming workshops hosted by I&E. We will continue to work toward a more formal series of events targeted for library staff when we are in our new building.