

**McMaster University Libraries Diversity,
Equity and Inclusion Committee**

April 3, 2018, 12:30 – 3:00 PM

1. Setting a campus context: Discussion with Khadijah Rakie (Equity and Inclusion Educator)

Vivian reported that this committee takes its inspiration from a similar group at Simon Fraser Library. The objectives include creating community awareness and driving positive change.

Presentation by Khadijeh Rakie (Equity and Inclusion Educator). For details, see:

[Diversity, Equity and Inclusion Meeting - Presentation](#)

- New AVP Equity and Inclusion announced (Arig al Shaibah)
 - Defined the terms diversity, equity and inclusion.
 - Identified several learning opportunities on campus (Human Rights & Equity Fundamentals Workshops, Let's Talk About Race Drop-in sessions, Challenging Islamophobia sessions)
 - Explained the role of the President's Advisory Committee on Building an Inclusive Community (PACBIC)
 - Reviewed recent incidents on campus that call out the need to be attentive to diversity issues: (e.g., confederate flags on campus, racist posters)
- 2. Review of Mandate, Membership and Note Taking: Regarding membership: we need three members to agree to taking on a 3-year term to create a stagger. Typical term will be two years.**

Mandate:

“Providing educational opportunities for Library Staff”

- Further understanding of faith community around us;
- Indigenous Education – example – KAIROS Blanket exercise;
- Community partnerships outside of campus;
- Handling of specific situations in Services;
- Making work place inclusive, moving beyond retention – review training material and processes for built in biases;

- Representative in programs, space design and people we recruit – ensure marginalized voices are highlighted in collections.

Membership:

- 3-year term to create stagger; revisit conversation in future meeting; allow committee members time to consider commitment and participation involvement.

Notetaking:

- Include topic & attributed action items; non-attributed, conversation based comments. Notes will not necessarily reflect group consensus.
- Testing note taking and agenda preparation over next several months – consideration to ‘open’ meetings; committee meeting reports presented at ‘All Staff’; shared drop box space for meeting minutes; folder will include key essential readings

Next meetings: May, June (dates TBD)

3. Rules for Civil Discourse: Can we agree on a set of rules for how we talk to each other about difficult topics? Some draft guidelines provided as a start.

- Confidentiality – open meeting during non-confidential topics or discussion
- Avoid attributing people negatively to conversations
- Be passionate but respectful, mindful of emotions

4. Getting Started:

Who do we want to talk to?

- Invite Arig al Shaibah, AVP (Equity and Inclusion) to upcoming committee meeting
- Faculty / elders from the Indigenous Studies Program
- Camille Callison, Indigenous Services Librarian at U of Manitoba

What do we want to learn more about?

Personal education:

- Conversation and understanding of unconscious bias – upcoming HR workshop series and training;
- Anti Racism Resource Centre (Hamilton), in partnership with McMaster;
- How to have difficult conversations – courses offered through CCE;
- Connect and collaborate with other on campus committees;
- Work with SDLC to promote training resources available; incorporate into onboarding process for new staff;
- Indigenous issues
 - Connect with Indigenous Librarian at U of Manitoba

- Review of TRC report and calls to action – make relevant to work place;
- Working knowledge of land settlement history; land claim acknowledgements;
- **HR Diversity Equity & Inclusion Plan**
 - How does it roll out into recruitment process- identify challenges with existing candidate pools
 - Map out and analyze stages of hiring – identify intervention stages to foster a more diverse candidate pool; examples, more focussed questions at interview stage
 - Internal process of holding meetings and posting minutes
 - Work place practices currently done unconsciously
- **Guidelines for groups using Library meeting spaces**
- **Instruction – accessible and equitable; representative of population; create framework for gradual education**
- **Intellectual freedom & freedom of expression**
- **Framing for staff social practices around holidays and life transitions – understanding of how certain holidays affect staff and students**

How do we want to set priorities for 2018/19? Shared priorities?

5. Communicating with our Colleagues- (carry over agenda item)

- UL – All staff meetings
- HSL – All staff meetings

Next Steps? Next Meetings? May and June meeting dates TBD