Diversity, Equity and Inclusion Committee
Monday December 3, 2018
1pm – 2:30pm
Mills Community Room

Present: Vivian Lewis (Chair), Erica Balch, Rebecca Fera, Chris Nicol, Anne Pottier, Tamara Monster, Stephanie Sanger, Gillian Dunks

Regrets: Jennifer McKinnell, Abeer Siddiqui, Jeannie An, Myron Groover

Minute Taker: Mary Hotson

1. **Welcome (V. Lewis).** Special welcome to Gillian Dunks (a new member).

2. **Review of Minutes from October 23, 2018 (V. Lewis)**
   The membership list, minutes and focal areas have been posted to the public web site (under Office of the University Librarian).
   - A member of the committee will share direction to finding Committee meeting information at next All Staff meeting (January 16, 2019)

3. **Presentation: Dr. Sheila Sammon (Director of Community Engagement; Professor Emeritus, School of Social Work)**

   Mandate: Working together for an inclusive, sustainable greater Hamilton
   - Made a conscious decision to focus our work on local community (Greater Hamilton Area)

   What does the Office of Community Engagement do?
   - Knowledge Brokers
   - Facilitator (connections, ideas & information between campus and community)
   - Advisor (how to engage based on needs)
   - Liaison (on campus - are we meeting needs)
   - Sponsor

   Campus Resources:
   Research Shop - https://researchshop.mcmaster.ca/

- Social science group consisting of volunteer grad students trained in community-engaged research; taking requests from non-for profit organizations for small research projects. Library currently provides resources for some research (Anne)

McMaster Children & Youth University - https://mcyu.ca/
- Bringing resources to students who may have barriers to education

Access Strategy:
- 'Xperience Annex' https://www.hamilton.ca/city-initiatives/strategies-actions/xperience-annex A city-led organization that works out of Hamilton Public Library; navigators help guide and direct individuals who have not completed high school, invited to campus for tour. Concern that perhaps current University literature and recruitment may be targeted to students finishing high school and does not necessarily reflect the current student population.

Is this support available to staff?
Office of Community Engagement is specially charged with student access. Equity and Inclusion Office, led by Arig al Shaibah focused on providing access for staff.

What are the Next big steps for Community Engagement? (
Are creating Co-labs composed of staff, faculty, students and community groups to encourage deep collaboration.

How do we help seniors & community engage in life of University?
- Engaging retired staff in projects; provide programs for people displaced by technology or older workers looking for second career.
- Mature students on campus (Anne) – support and provide a 'University 101' to help keep up with expectations.
- Hamilton Third Age Learning presents guest lecturers (55+).
- McMaster Discovery Program provides knowledge for adults with barriers. Participants meet with faculty member to design course strategy that works for them.
- McMaster Continuing Education helps with bridging programs, developing skills (writing, communication), and steps toward applying for student status

Any advice for the Library in terms of Creating a Day of Service for staff
- Contact: Sasha Singh
- 100in1Day – National initiative that encourages community groups to do something that celebrates or betters their community
- CE can provide suggestions of organizations interested in having people come and group size cap; consider smaller groups, spread out over several days.

Any Suggestions regarding Partnerships with Indigenous Studies & Six Nations
- Being mindful of not overwhelming faculty and staff, not imposing wants & needs.

- Conversations & relationships matter – both entry and exit should be respectful and transitional.
- What can Community Engagement do to support their work and connections to community? Example: campus signage include Mohawk language (Wayfinding Committee)
- Provide academic and institutional support for Aboriginal health
- Clear understanding and responsibilities to TRC calls to action

How can the Library provide initiatives to support DEI in the Community?
- Attendance in community - know the need, connect to resources
- Work with Public library - be more visible ('we are 'McMaster')
- Target certain community libraries. Example: Central (Kenilworth Branch) – provide program for seniors
- Increase accessibility to libraries- we will come to you
- Work with Community Centres & programs already offered
- Provide additional access to students in 'city school' through Mohawk College
- High schools - is there a liaison with librarians in schools? Offer access and use of resources, tours of library for grade 11/12 students

4. **Positioning Indigenous issues inside or alongside Diversity, Equity & Inclusion: Recent discussions at the Canadian Association of Research Libraries (Vivian).**
   - Vivian reported on discussions at the CARL Strengthening Capacity Committee. Diversity expert Mark Puente (ARL) advised CARL to focus on the issues that are the most pressing rather than try to do a bit of everything. CARL has decided to strike a subgroup to focus on Indigenous Issues as well as a subgroup to work on diversity issues. Should we create a subgroup to focus on indigenous issues? Bring to next meeting given that some people are absent.

5. **Staff Training and Development Opportunities**
   a. **Unconscious Bias and Selection Committee Training (Chris)**
      Scheduled for December 5th - Library specific training for Librarian & Managers
      Another session will be planned and open to all staff
   b. **KAIROS Blanket Exercise (Anne)**
      Waiting for confirmation on Dec 11th session
   c. **Other ideas?**

6. **Relationships**
   a. **Meeting with Halal group** (Anne) - example holiday tree in lobby?
      - Anne continuing conversations - keep on agenda for next meeting.
   b. **Booking a time we can visit with representatives from the Indigenous Studies Program and Indigenous Education Council** (Anne to talk to Carrie?)
      - Email sent, no response yet

7. **Focal Area Review -** Which items are we ready to move on? Who will lead? Who can assist? Can we involve staff from outside the committee?
    a. **Employment Equity Plan** (Chris)
        - Tamara & Chris will begin working on this next week
    b. **LibGuide:** Creating a LibGuide highlighting treaties, languages, settlement and resettlement with a focus on the lands around McMaster
        - Parallel/sub group could focus on as early deliverable
    c. **Room Booking:** When will new room booking system be available? (Anne)
        - No update
    d. **Multicultural Calendar** (Anne - discussions with David Kemper?)
        - No update
    e. **Decolonizing Subject Headings:** Monitor work being done at Alberta and elsewhere. (Gillian?)
    f. **"How Age Friendly is McMaster?"** (Anne to bring forward ideas to future meeting)
        - Completed survey, no follow up yet
    g. **McMaster Children and Youth University (Abeer)**
        - No update

8. **What have members seen, read or heard about since the last meeting?**
    a. **Stanley Wilder's "Hiring and Staffing Trends in ARL Libraries" (https://publications.arl.org/rli295/17)**
        - Wilder notes that the anticipated retirement boom has not happened in the U.S.. Librarians/Library staff are delaying their retirement - making it more difficult for younger generation to get into workforce.
        - The youth movement is happening in a bigger way in Canada.
        - Underrepresented groups –- Library professionals representation remains the same - work being done not as successful as thought, more work to be done.
    b. **Summary of activities in support of TRC Calls to Action in CARL Libraries**
        - Vivian will send to committee via email

9. **Next Meeting? Key topics?**
    - Firm up composition of subgroups
    - Review of key steps in the current University Library recruitment process (Chris)
    - Meeting dates for 2019 to be scheduled (Mary)