

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

**Monday January 14, 2019
1:30pm – 3:00pm
Mills Community Room**

Present: Vivian Lewis (Chair), Jeannie An, Erica Balch, Gillian Dunks, Rebecca Fera, Myron Groover, Jennifer McKinnell, Tamara Monster, Chris Nicol, Anne Pottier, Stephanie Sanger, Abeer Siddiqui

Regrets: None

Minute Taker: Mary Hotson

- 1. Welcome (V. Lewis)**
- 2. Review of Minutes from December 3, 2018 (V. Lewis)**
A reminder that minutes are posted to the public website; December meeting minutes approved with no amendments
- 3. The University's Diversity Census: What is it? How can we increase the participation rate by library employees?**

http://www.workingatmcmaster.ca/link.php?link=employment-equity:ee_census

First launched in 2016, the Diversity Census aims to understand the composition of current workforce, identify areas of greatest need, and trace progress in achieving an equitable workplace.

Current Library participation rate is very low (28.4%) – and undoubtedly reflects the high rate of retirements and new hires. The University is hoping for 80% participation for better handle on composition of workforce.

Job applicants are now directed to the survey to help indicate gaps; could this also be included on new employee work entry plans?

A reminder to staff will go out via email, at All Staff meetings, and through Managers; link to survey is available in Mosaic under 'Employee Self Service'; HR & Communications to partner on communication to staff (Chris/Erica).

4. Creation of an Indigenous Initiatives Group (Mandate: To advance the many Indigenous matters being proposed by this group. To report back to this group on a regular basis. Question: Who wants to be involved?)

Sub group will consist of 2-3 people and will focus work around Indigenous matters and responding to TRC calls to action. Vivian will send email to Committee for interest. Once formed, group is encouraged to meet with Shylo Elmayan, new Director of Indigenous Studies

The creation of this sub group aligns with the concerns discussed at a recent meeting with the Indigenous Health leads (HSL, J. McKinnell).

In recent meeting with Indigenous Studies program and Education Council representatives, discussion included Library's role in handling student needs and how the Library and program can work together (UL, A. Pottier).

Other ideas discussed include:

- Library overview information session for Indigenous Studies students, followed by discussion on how we can do things better. The program currently provides focussed Library resources to students (next to Ceremonial Room)
- Providing additional gathering spaces
- Providing focussed programming
- Arranging speaker series that includes Indigenous authors

OCUL to consider and recognize Indigenous Community as community of practice- Gillian will follow up on discussion

5. Update on Staff Training and Development Opportunities

a. Unconscious Bias Training (Chris)

Training for Managers & Librarians (UL) held on Dec 5, 2018; general training session for all staff to be arranged.

- How can we raise awareness to training opportunities available across campus? OEI Office (May-Marie) developing grid of training sessions – present at next meeting.
- Other sources: calendar available on Daily News, Libstaff calendar, and announcing at All Staff meetings.
- Leave topic on agenda for further discussion

b. KAIROS blanket exercise (Anne)

Tentatively booked for reading week (February) – waiting for confirmation. Location of exercise will need to accommodate 30-35 people and allow for smudging. Office of Equity and Inclusion has been included in conversation.

c. Other ideas?

- HSL
 - Services staff receive training on Indian Act (sets up the health care system that Indigenous people access) to better understanding context and fill knowledge gap.
 - Indigenous research methodology – coexisting with Western knowledge, training provides lens to knowledge gaps and how they impeded the ability to deliver good service.

- Indian Act & TRC overview (within Library context) – can this be organized by sub group?
- Indigenous Cultural Competency Training – 3-4 hour session, provides history of colonialism in Canada - Gillian will provide details

6. Moving Ahead on Key Focal Areas. The group agreed to reshape its list of focal areas to line up with the A.V.P. Equity's four pillars for McMaster's DEI Strategic Plan.

Mapping into larger plan will help shape future agendas and bring work of group to forefront; organizing accomplishments around framework makes them more trackable.

Library framework can be included in annual report and scorecard (measurable); a useful tool when communicating with other institutions and the broader community.

Action: Bring discussion back to next meeting.

a. Employment Equity (Chris and Tamara)

- Currently working through recommendations; draft available for next meeting. Request to include 80% participation rate of Equity Census.

b. LibGuide: Creating a LibGuide highlighting treaties, languages, settlement and resettlement with a focus on the lands around McMaster

- Indigenous studies group very interested in working together on campus wide resource. Myron currently thinking through process and ideas of what to include:
 - Come with a plan, ask the question – what should we do - set of directed questions
 - Open to discussion- where are the gaps, what are the expectations?
 - Environmental scan on feelings, input, and structure – not to duplicate existing resources.
 - Show example of existing Libguide for direction
- Potential resources include Shylo Elmayan, Director of Indigenous Studies and Active History blog

c. Room Booking: Reviewing the UL room booking policy (how do we ensure our public rooms are safe – without unnecessarily interfering with privacy?)

- Anne will follow up with D. Kemper

d. Images: Conduct an inventory of images in our physical spaces and publications

- Limited diversity in publications – key is being mindful going forward. Pictures highlight events, stories, presenters etc.
- What can be done in the Library?
 - Welcoming multicultural language space in main entrance
 - Information booth in lobby beginning of fall term – one pager in many languages on basic library information

e. Multicultural Calendar: Feed the campus Multi Cultural calendar into the library events calendar.

- Anne will follow up with D Kemper

f. Recruitment: Compiling materials about PACBIC, Diversity Committee and other offerings for candidates

- Chris will present UL process at next meeting; will connect with HSL to discuss differences in process; check in with Central HR to determine existing packages available for new candidates

g. Day of Service

- SLDC working on

h. Decolonizing Subject Headings (Gillian)

- Indigenous Matters committee, phased work with accomplishable goals
- Meeting with colleague at U of T on how to remove subject headings from catalogue and maintenance.
- Supplementing subject headings, bigger conversation & timeframe

i. How Age-Friendly are our spaces and services? Support for senior citizens? Support for children and youth

- No update

7. Reporting Back: What Committee Members have read, heard or participated in since the last meeting

- OLA Superconference- January 29 – February 1

8. Who do we want to talk to next?

- Indigenous Studies Program, Indigenous Education Council
 - Determine specific questions to ask; smaller focus group to arrange

9. Sending a rep to the IDEAL Conference (August 6-7, 2019)

- Vivian will send link out for interest from Committee

10. Next Meeting:

- Monday February 11, 2019
1:30pm – 3:00pm
Community Room, Mills Library