

To: Bob Heyer-Gray, LAUC President

From: Teresa Mora (UCB) Chair, LAUC Committee on Diversity 2006-2007

Re: Annual Report of the LAUC Committee on Diversity

Date: 22 October 2007

Committee Charge:

General Charge:

For 2006/2007, the Committee was charged with fulfilling its standing charge to:

- a) Advise the President and the Executive Board, and serve as a resource for other committees and LAUC Divisions on issues and initiatives concerning diversity in University libraries.
- b) Consider and develop recommendations and implementation strategies on matters and initiatives of diversity in University libraries.
- c) Address other subjects at the request of the President on matters and initiatives of diversity in University libraries.

Additional Charges:

In addition, the Committee was asked to address the following:

1. *The Diversity Committee website has been dormant for almost two years and has not lately been an effective resource. **Systematically review the website and determine how best to make it a more useful tool** for highlighting, supporting and helping expand diversity in the UC libraries. Develop a plan and timeline for the web site's rejuvenation and promotion. As part of the planning process consider adding an online discussion component to the website to encourage ongoing discussion of diversity issues across the UC libraries.*
2. *The discussion of recruitment and retention issues at the 2006 Fall Assembly identified several areas in which LAUC could and should take a more active role. These include promoting the positive aspects of working in UC libraries, reaffirming LAUC and the UC libraries' commitment to diversity, and providing orientation and ongoing mentoring for new librarians.*

The Committee is charged with developing content/component checklists for information kits that could be used as part of recruitment efforts, during the interview process for prospective UC librarians and in orientation programs for new UC librarians. These checklists are intended to assist the local divisions in creating kits that are relatively consistent across the campuses, but also reflect the individual culture and strengths of each campus. As appropriate, the checklists should incorporate material from "UC Library Strengths" portion of the attached UC Librarian Recruitment and Retention document (Appendix A).

3. ***Develop a statement affirming LAUC's commitment to and support of a more diverse work force in the UC libraries that would appropriately be part of the redesigned Diversity Committee website and the recruitment and orientation information toolkits.***

Summary of Activity

The Committee did not meet formally but conducted business via e-mail throughout the year. The Committee Chair and two other committee members, Krista Ivy and Chimene Tucker attended the program, *Joining Voices, Sharing Visions: Diversity in Academic Libraries* at the University of Southern California on May 18, 2007. A report was submitted to the LAUC President on the program proceedings. Activity in regard to specific charges is detailed below.

Committee on Diversity Website-

The Committee reviewed the existing website and made recommendations as to redesign and changes in content as listed below, primary of which is the transfer of the website to the UCOP server. Pat Sarchet (UCI) has agreed to work to develop a more formal plan and timeline once the site has been transferred to the UCOP server. Her committee appointment runs through 2007-2008 so she will be able to continue working on this project in the coming year.

Proposed Changes for Website

- move to UCOP server to be maintained as part of LAUC site. *LAUC web manager, Frank Lester, has agreed to transfer site working with current Diversity Committee website manager, Annette Marines (UCSC).*
- update *Resources on Diversity* database. *Links have been verified in a word document by Teresa Mora (UCB). Links will be updated once page has been transferred to UCOP server.*
- explore feasibility of making the page a "wiki" allowing for more frequent and easier updates as well as eventual incorporation of a discussion component.
- move administrative information (rosters, reports, etc. currently housed in table) to a separate page and link from the main page).
- post the mission statement of the LAUC Diversity Committee on the front page.
- list current committee members.
- add UC Merced to the Principals of Community section and define (as this is a UC term).
- Move the following to the top of the page:
 - Composition of the Career Staff Workforce by Race and Sex
 - UC Affirmative action guidelines for recruitment and retention of faculty
 - LAUC homepage
 - ARL Diversity Program (add other resource links)

Recruitment Checklist-

The Committee provided the LAUC President with a copy of the attached outline in August and asked for clarification as to how the Executive Committee would like the committee to proceed in this regard. The Committee specifically wanted to know if any further development was needed or if the submitted outline satisfied the charge.

LAUC Diversity Statement-

The Committee researched similar statements by other professional groups and submitted the following proposed language to the Executive Committee in July 2007.

Proposed LAUC Diversity Statement

The Librarians Association of the University of California is committed to the recruitment and retention of a diverse workforce as a reflection of our commitment to serve the diverse population of the state of California, to maintain the excellence of the University, and to offer our students richly varied perspectives and ways of knowing and learning. LAUC recognizes diversity as an evolving concept. It is purposefully defined broadly as to include such matters as those related to race, gender, belief, sexual orientation, age, physical ability, etc.

UC Librarian Recruitment Checklists- Outline

- I. Guidelines/ Steps to Take in Search
 - A. take advantage of electronic postings (no limits on length)
 - B. educate search committee on best hiring practices
 - C. develop attainable job description (differentiate between required and preferred skills) and sell it (many positions at UC are specialized/ unique to the university)
 - D. include advantages of your campus/ locale in job description (see UCLA language as example)
 - E. promote opening; use word of mouth to recruit qualified pool of candidates; don't simply rely on the posting

- II. Hiring of Selected Candidate
 - A. Promote strengths of working at UC (see list below)
 - B. Assist in location of housing
 - C. Be available to answer candidate's questions

- III. Orientation of New Hire
 - A. Ensure introduction to library and campus community through mentorship; informal meetings; promotion of hire
 - B. Don't overwhelm but ensure opportunity for involvement in LAUC and other campus committees/ organizations
 - C. Introduce to faculty
 - D. Encourage use of resources unique to UC, on-campus programs, professional development funds

UC Library Strengths

- UC perceived as a prestigious place to work.
- UC recognized as an institution that supports a high level of scholarship by students, faculty and staff.
- Outstanding collections, both print and electronic.
- Work of the CDL is recognized nationally.
- UC professional schools are first rate.
- Opportunities to collaborate with faculty and students.
- Many librarians are recognized leaders in their areas.
- High level of collegiality among librarians.
- UC system provides an environment in which there are other librarians who do the same type of work, and are available for consultation, collaboration and support.
- Networking opportunities across the campuses.
- Good professional development and support.
- Opportunity to work with great faculty and students.

- The ability to move from one campus to another while maintaining benefits/retirement allows librarians to find their best fit and achieve an upward progression while staying within UC.

See: <http://hrweb.berkeley.edu/seads/plan/cuaaplan.htm#Recruitment> for additional ideas