TO: ALA Executive Board

RE: Office for Diversity & Spectrum Scholarship Program update

ACTION REQUESTED/INFORMATION/REPORT:

Information only

ACTION REQUESTED BY:

CONTACT PERSON:

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DRAFT OF MOTION:

DATE: December 30, 2011

BACKGROUND:

Summary of Office for Diversity and Spectrum Scholarship Program activities since the June 2011 Executive Board Report

Attachments:

Report
“Civility and Diversity” and “Bias in the Workplace” Information Cards
Knowledge Alliance Design Samples
JCLC Preliminary Program
Office for Diversity and Spectrum Scholarship Program Update

Events at the 2012 Midwinter Meeting

The Committee on Diversity and the Diversity Research Grants Advisory Committee will host the 2012 DiversiTee, which serves as the launch of the 2012 ALA Diversity Research Grants program and provides a forum for attendees to discuss current work in diversity research and explore the opportunities provided by the Diversity Research Grants program. Dr Camila Alire, 2011 Achievement in Library Diversity Research Honoree, will provide opening remarks. Sunday January 22, 4:00pm-5:30 pm in the Dallas Convention Center Room C150.

As part of the IMLS-funded “Spectrum Doctoral Fellowships: Building Change” program, the Office for Diversity will host “Is a PhD in LIS for You,” featuring a panel of current doctoral students. This is an opportunity for individuals considering LIS doctoral study to learn more about the opportunities and challenges of pursuing this advanced degree. Saturday January 21, 10:30 am-12:00 noon in the Dallas Convention Center Room C149.

Online Learning

The Office for Diversity launched Diversity Leadership Online with three webinars beginning December 1, 2011. This ongoing webinar series provides the foundation for a culture of responsible diversity leadership within the profession and is based on the Diversity Leadership Institutes previously hosted as pre-conferences to the ALA Annual Conference. With new opportunities for individuals to participate in learning no matter where they are, the ALA Office for Diversity is excited to provide the valuable content of the Diversity Leadership Institute in an online format.

The first three sessions included “The Diversity Committee: Your Library’s Competitive Advantage,” presented by Valerie Bell (Chief Librarian, Branch Services, Ocean County Library), “How Diversity Matters: Micro-Practices That Keep Libraries Relevant,” presented by Karen Downing (University Learning Communities Liaison and Foundation & Grants Librarian, University of Michigan) and “The Diversity Conversation: Why You Need to Have It and How to Start It,” presented by Miguel Figueroa (Director, Office for Diversity).

Sessions are affordably priced (ALA member: $20; Nonmember: $25; Group: $120) and utilize the Adobe Connect platform. On average, sessions received 9 group registrations and 24 individual registrations. Each session is recorded and provided to attendees along with an evaluation.

The Office for Diversity will develop a second series of webinars to be introduced in the early Spring and seeks to build attendance through increased promotion.

Empowering Diverse Voices—2011-2012 ALA President Molly Raphael’s Presidential Initiative
The Office for Diversity continues to support “Empowering Diverse Voices,” a diversity leadership initiative of 2011-2012 ALA President Molly Raphael. “Empowering” is composed of five elements, each chaired by a member leader. At the 2012 ALA Midwinter Meeting, two elements will launch.

Champion Connections, co-chaired by Rose Dawson and Mary Jo Venetis, seeks to increase diverse new members’ association involvement through the encouragement of a personal champion, an influential leader who takes an interest in early involvement and development. Through a “speed dating” approach, new leaders can match with established leaders who can advocate for their increased leadership development within the association. Over 25 champions have agreed to participate in this year’s event (Saturday January 21, 1:30-3:30 pm in the Dallas Convention Center Room A 201/202) and will meet with 25 new and emerging leaders.

A Leadership Video Series, chaired by Loida Garcia-Febo, seeks to document the leadership experiences and practices of diverse leaders from the profession. Recordings with over 26 leaders will take place at the 2012 Midwinter Meeting. Recordings will be edited and released beginning in the early Spring.

Additional elements planned throughout the remainder of the year include an Association Options Fair, chaired by Trevor Dawes and Holly Cole Okuhara, which will provide new members with access to member groups seeking new members and leaders; a Leadership Program Series, chaired by Dale K. McNeill and Janice Welburn, which will provide online and in-person programming focused on diversity and leadership; and Building Bridges Across Mentoring Programs, chaired by Janine Golden, which seeks to compile and coordinate the many mentoring opportunities provided throughout the association and its affiliates.

New Learning Resources

The Office for Diversity continues to invest in the development of new learning resources which provide members and the library community with information on diversity and its importance in the profession.

The Office for Diversity has introduced four new learning resources. “Recruitment for Diversity” offers guidance for focusing on diversity in the recruitment process, including drafting the job description, promoting the opportunity, and executing the search; a newly revised “Strategic Planning for Diversity” was developed with Jody Gray, Diversity Outreach Librarian/American Indian Studies Librarian, University of Minnesota Libraries, and provides guidance for developing a diversity plan, assessing needs, and setting priorities and goals; “Civility and Diversity” explores how a more civil environment can produce a more diverse environment and offers simple strategies for making a more polite, courteous and welcoming work environment; and “Bias in the Workplace” explores how bias affects workplace relationships and offers suggestions for examining and overcoming personal biases.

The final two resources, “Civility and Diversity” and “Bias in the Workplace,” are being developed into short informational cards (see pg. 7-8) and will be made available for free to ALA members. The cards are intended to serve as coaching tools or conversation starters for libraries interested in promoting diversity.

Presentations/Exhibiting

The Office for Diversity exhibited at the 4th National REFORMA Conference, September 15-17, 2011 in Denver, Colorado.

Spectrum Scholarship Program

The Spectrum Scholarship Program continues to be a primary focus for the Office for Diversity.

The Spectrum Scholarship Program received over 140 completed applications for the 2011 Spectrum Scholarships. The Office for Diversity awarded 53 2011-2012 Spectrum Scholarships. The Spectrum program continues to fund scholarships through the initial endowment and the generous contributions of individuals and organizations whose donations support named scholarships in the Spectrum Family of Funds. For 2011, scholarships have been awarded in honor of the following individuals: Leo Albert, Ron Clowney, Louise Giles, William R. Gordon, Howard M. and Gladys B. Teeple and Dr. Betty J. Turock. Additionally the following organizations sponsored named Spectrum Scholarships: Medical Library Association/National Library of Medicine (MLA/NLM) supports two scholarships, American Association of School Librarians (AASL), Association of College and Research Libraries (ACRL), Association for Library Service to Children (ALSC), Library Instruction Round Table (LIRT), and the Young Adult Library Services Association (YALSA). Ten additional scholarships were provided through the ALA/ProQuest Scholarship Bash and 20 scholarships were providing through a grant from the Bill and Melinda Gates Foundation.

In December 2010 the Office for Diversity submitted two grants to the IMLS’s Laura Bush 21st Century Librarian Program. One application sought to support the Spectrum Scholarship Program through the provision of an additional 25 scholarships per year; this proposal was not funded. The Office did receive funding for a second round of Spectrum Doctoral Fellowships ($886,499). The Office for Diversity submitted an application to the Bill & Melinda Gates Foundation ($300,000) to support the Spectrum Scholarship Program and received funding for the Technology Transforms Communities project.

The Office for Diversity continues to support the Spectrum Presidential Initiative, which will be reported on by the ALA Development Office.

Gates Grant – Technology Transforms Communities

Twenty of the 2011-2012 Spectrum Scholarships were funded through the grant from the Bill & Melinda Gates Foundation. The project also supports the development a library technology curriculum for the 2011 and 2012 cohorts of Spectrum Scholars and all interested Spectrum alumni. The Office conducted a survey in the summer of 2011 to assess Spectrum Scholars’ familiarity with various technologies and libraries’ implementation of technologies. Scholars were also asked to indicate their own expertise in these areas and their interest in serving as presenters thereby assisting the Office in furthering identifying specific webinar topics. Stephen X. Flynn—2009 Spectrum Scholar, Gates Millennium Scholar and Emerging Technologies Librarian at the College of Wooster—has agreed to serve as the Curriculum Coordinator for the Technology Transforms Communities initiative.

The first webinar was held on November 15 and was entitled “Engaging Under-served Users With Your Digital Initiatives”. This webinar was presented by Angela Nolet, a 2000 Spectrum Scholar and the Online Services Project Specialist/Children's Librarian at King County Library System and Rebecca “Nicci” Westbrook, a 2009 Spectrum Scholar and the Coordinator of Digital Operations for the University of Houston Libraries. The webinar was recorded and a link to view the recording was distributed to current
Scholars and Spectrum alumni who were unable to attend the live session. The Office for Research and Statistics will be presenting a webinar on the Public Library Funding and Technology Access Study on January 31st and Spectrum alumni Stephen Flynn and Jamal Cromity will be presenting a webinar on Mobile Technology and the Digital Divide on February 15th.

**IMLS Grant—Discovering Librarianship: The Future is Overdue**

In conjunction with 35 Field Recruiters, the Office for Diversity is preparing to launch Knowledge Alliance – the branded recruitment effort developed for the Discovering Librarianship Project. The Knowledge Alliance website (see pg. 9) will allow Field Recruiters to create profiles for high school and college students they meet at career events. Once an individual has created a Recruit profile on the site (either through attending a career event and visiting the Knowledge Alliance booth or by signing up online) they can use the site to identify a mentor/ally and stay in contact with them, find information on career fairs in their area, and stay abreast of news about the library and information science field.

Since Midwinter 2011, Field Recruiters have attended 12 recruitment events in Alaska, Arkansas, Arizona, California, Iowa, Illinois, Mississippi, North Carolina, and Texas. The Field Recruiters will be exhibiting with the Knowledge Alliance materials from February 2012-June 2013. Additionally, Field Recruiters are establishing connections to the Career Centers at their undergraduate alma maters, work institutions and any other campuses with which they are affiliated as another source of leads.

**IMLS Grant—Spectrum Doctoral Fellowships: Building Change**

The Office for Diversity is utilizing the first year of the program to promote LIS doctoral study as a viable option for individuals from underrepresented racial and ethnic groups and build the potential applicant pool for the program. To this end the Office is sponsoring a discussion on “Is a PhD in LIS for You” at the ALA Midwinter Meeting featuring a panel of current doctoral students. The Office will also sponsor the Leaders Wanted Doctoral Options Fair at the 2012 ALA Annual Conference. Additionally Spectrum Doctoral Fellows from the first cohort will serve as speakers in free, informational webinars about LIS doctoral study, including defining a research focus, selecting an academic program, preparing for admissions, and opportunities within doctoral studies. The Office will begin promoting these webinars in February.

Twenty-one LIS Doctoral Programs are partnering on this project and a meeting of all partnering institutions is taking place at the 2012 ALISE Annual Conference.

Applications for Spectrum Doctoral Fellowships are expected to be made available in the Fall of 2012 for students planning to begin doctoral study in Fall of 2013. Interested individuals must apply both to the Spectrum Doctoral Fellowship program and the LIS doctoral program(s) of their choice by posted deadlines in order to be considered.

**Joint Conference of Librarians of Color 2012**

The Office maintains liaison responsibilities to the Steering Committee of the 2012 Joint Conference of Librarians of Color (September 19-23, 2012 in Kansas City, MO). This steering committee is composed of two representatives from each of the ethnic affiliates and non-voting secretary and treasurer. The Committee is co-chaired by Janice Rice from the American Indian Library Association and Haipeng Li
from the Chinese American Librarians Association. The Office for Diversity has been responsible for coordinating the JCLC Steering Committee’s meetings at the Midwinter and Annual Conferences and working with Amy McGuigan of ALA Conference Services to help begin to solicit RFP’s for the various services required of the JCLC.

The Joint Conference of Librarians of Color received over 200 proposals for programs for the upcoming conference. Due to the high volume of proposals received, the JCLC Program Committee will begin notifying program coordinators on a rolling basis beginning December 1, 2011, with all accepted proposals being notified no later than January 15, 2012.

The Joint Conference of Librarians of Color will debut their preliminary conference program at the 2012 ALA Midwinter Meeting.

ALA President Molly Raphael will host a fundraising reception for the Joint Conference of Librarians of Color on Saturday January 21 from 5:00-7:00 in the Omni Dallas Hotel Katy Trail Room.

For more information on JCLC 2012, please visit http://jlc-conference.org.
Civility and Diversity” and “Bias in the Workplace” Information Cards

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**>civility**

definition:

1. archaic: training in the humanities
2. courtesy, politeness; a polite act or expression

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When it comes to finding information and instruction for how to become more civil, there is probably no better source—and likely it’s easily available in your ready reference section—than Emily Post’s Etiquette. Here, we provide some adapted instruction to address some of the most regular opportunities to increase civility in the workplace.

**In-Person**

**Just say hello.** It’s easy—just saying hello will demonstrate the respect and the concern you have for those you work with.

**Learn names.** Yes, names are important. If you’ve forgotten a name, politely ask for help or a reminder.

**Respect proper usage (Michael vs. Mike) and pronunciations.**

**Avoid interruption.** Interruption can have varying degrees of impact depending on who you are speaking with. Interrupting a subordinate or coworker from an underrepresented group can be seen as an assertion of dominance or a diminishment of their value.

**Remember what your parents said.** Please, thank you, you’re welcome, excuse me, and I’m sorry—these are the essentials for demonstrating respect for your colleagues.

**In Meetings**

**Respect time.** If you are conducting a meeting, be aware of the value of attendees’ time and use it efficiently and effectively. If you are attending a meeting, respect the beginning and end times.

**Make invites inclusive.** One of the most important meeting responsibilities is to invite the right people. Failing to invite stakeholders or intentionally excluding individuals can send inappropriate signals in your organization.

**Some things are best suited for one-on-one.** Instead of discussing items in front of everyone, save it for a later time when it can be addressed privately. Allowing grievances or criticisms in front of everyone only increases the potential for disrespect.

**In E-mail**

**The medium sometimes isn’t right for the message.** Not every message is suitable for e-mail—sometimes communications with supervisors or subordinates, criticisms, etc. are probably best left for in-person conversations.

**Check and double-check.** While it is a quick and effective means of communication, taking an extra moment to make sure the e-mail is addressed correctly and to reread the content to ensure that its tone and content are accurate and appropriate is worthwhile.

**Forward for Information.** Many messages are worth forwarding if your intent is to share the information. Adding commentary, especially criticism or sarcasm, is dangerous (the forward can get back to the original sender) and detrimental to the workplace.
When it comes to bias, there really isn’t any good—it’s just the bad, the ugly, and the occasionally unacknowledged. While we all probably know what bias is, we probably haven’t taken the time to really address its effect in the workplace and to look at ways to eliminate it. Biases can be positive (all librarians are well-read) or negative (all librarians lack fashion sense). They are usually personal, developed through individual personal experiences or environments. They’re also broad generalizations that often limit our experiences with individuals—and this is where they can lead to problems in the workplace.

Let’s try to illustrate bias in these categories—the bad, the ugly, and the unacknowledged:

The Bad. “Bad” bias is what keeps people out of our personal circles and our institutions. People in wheelchairs can’t work here. People with accents shouldn’t interact with the public. People with children can’t go out after work. The “bad” bias limits people within our own assumptions. It’s often the type of bias that exists within our thoughts and that can even sometimes be uttered out loud.

The Ugly. The “ugly” is probably the easiest thing for us to identify. The “ugly” are those statements that we know are wrong—the things many of us can’t even think that don’t make sense. People on welfare are lazy. Women are bad at math. White men don’t care about diversity. The “ugly” are the ultimate, the generalizations that can’t be proven.

The unacknowledged. The “unacknowledged” can seem positive. Asians are good with technology. They can be self-directed. I’m Mexican and we’re always late. They can masquerade as helpfulness. People with accents need to be spoken to slowly and loudly. They can seem logical. African American librarians should work with African American communities. The unacknowledged lead to all of the regular problems of bias, and because they aren’t acknowledged and addressed they can perpetuate and spread within the workplace.

Difference vs. Bias

Something is the same. This is simply not true. Difference is unavoidable. In the workplace and they usually make workplaces stronger. Acknowledging difference doesn’t lead to perpetuating bias. Keeping and using the ability to recognize difference is an essential part of recognizing the individual, but when difference is used to generalize individuals based on what we think of that group, it becomes a bias.

6 Steps to Changing Bias

1. Reflect. Spend time reflecting on the way that you think and on difference and how you might have been formed and if there is any your logic or reason to them.
2. Benchmark. Consider why you might be developing certain thinking. It could be that this helps you better understand yourself or the role of others in helping you better understand yourself.
3. Engage. One of the best ways to change people is to use people to engage. Engage through personal experience and engagement. We’re all professionals and are good at sharing experiences and helping others to help improve our workplace. Just to know them as individuals and it takes time to know who they are.
4. Discuss. talk about your experiences with bias and with overcoming the barriers to help find the barriers to help find a balance for everyone.
5. Mønkey. You can share your own experiences and ask people to share what they do.
6. Commit. Commit to experiencing individuals the group. Remember that you can have your own thoughts and share them with others and help develop a bias-free workplace.

Office for Diversity & Inclusion
www.alawally.org/diversity
Knowledge Alliance Design Samples

Meet your Ally.

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