IUPUI University Library Equity, Diversity, Inclusion Strategic Plan
Adopted by UL Diversity Council, November 2020
Updated, January 2021

IUPUI Diversity Plan
Diversity Indicators from IUPUI Diversity Plan are aligned with the Library's DEI Performance Indicators as indicated below.

From 5-year strategic priorities:
Diversity, Equity, and Inclusion:
The Library is dedicated to: recognizing and addressing bias and structural inequalities, working towards equity of access to information for all individuals, and valuing the diversity of human experience. This dedication is purposefully embedded in our organizational culture, daily operations, structures, teaching methods, hiring and retention practices, and collection development, and daily operations.

From Library Values:
Diversity – We acknowledge that systemic, detrimental bias against individuals from underrepresented groups exists. We are intentional in embracing diversity and eradicating human value disparity through our teaching endeavors, content provision, daily interactions with colleagues and communities served, as well as our hiring and retention efforts, training and professional development.

DEI Performance Indicator 1
Library personnel commit to creating an experience of belonging, inclusive of diverse perspectives, backgrounds, and abilities, for every individual through our physical space, online tools, and in teaching and service delivery.

Aligns with IUPUI Diversity Indicator II-Education and Scholarship and IV-Access and Success.

Actions
1.1 Review Library policies and procedures (written and unwritten) to identify and address potential structural inequity, injustice, and racism.

Steps	Timeline
Structural inequity, injustice, racism identification protocol is identified or created.	August 30, 2020
Unit level list of policies and procedures to be reviewed is created.	December 2020

Each unit will identify 1-3 (depending on complexity) policies/procedures to review.	December 2020
Structural inequity, injustice, racism seeking protocol is applied to Library policies and procedures.	December 2021
Policies and procedures are edited as necessary to eliminate structural bias.	May 2022
Revised and new policies and procedures openly shared.	May 2022
Revisions shared with an external (to the Library) reviewer for review and suggested edits.	May 2022
Edits made as necessary	June-July 2022
Personnel educated and trained on revised policies and procedures.	July-August 2022
Personnel held accountable for abiding by policies and procedures as part of ongoing and annual review process.	Ongoing
Repeat process of applying Structural inequity, injustice, racism seeking protocol to additional 1-3 policies and procedures, utilizing same time line, until all are reviewed and edited.	Ongoing

Party responsible: Diversity Council, Unit Leads, all Library personnel
External Collaborators: Dr. Molly Morin, Director of IUPUI Multicultural Academic Affairs.
Overall success measure:
Unit Level Goals for 1.1
1.1.1 Review and revise Library Incident reporting process and form to ensure the process is accessible and transparent (in conjunction with IU Legal).
As of 10/23/20—process underway. Working group and overall strategy identified: incident response as a "welcoming" service.
Party Responsible-Access Services Team
Success Measure—improved data and tracking of the number and nature of incidents annually, feedback from users.
1.1.2 Review and revise UL criteria and process for calling IUPD for assistance
Party Responsible-Access Services Team
Success Measure—improved data and tracking of the number and nature of IUPD calls annually, feedback from users.

1.2 Hold de-escalation (primarily for interacting with Library users) and bystander intervention training with expected participation by all Library personnel. Trainings should include sessions allowing participants to practice what they've learned.

Timeline: Held no later than Spring 2021.
Responsible party: UL Administration, UL Supervisors, all Library personnel
External Collaborators: Division of Diversity, Equity and Inclusion
Overall success measure:

1.3 Participate and/or lead IU's Task Force to Enhance Diversity & Inclusion in IU Discovery Systems which will 1) Consider subject heading and metadata practices embed bias and 2) Address other systemic information description and access practices that embed bias.

Steps	Timeline
Identify subject headings within Library of Congress Subject Headings and other relevant subject schema that should not be used IUCAT and other IU discovery systems.	No later than August 2021.
Identify subject headings within Library of Congress Subject Headings and other relevant subject schema that should not be used IUCAT and other IU discovery systems.	No later than August 2021.
List shared with Library Technologies and Technical Services staff responsible for developing a technical solution for the removal or replacement of these subject headings within IU discovery systems.	No later than August 2021.
Determine whether there are additional ways in which metadata can enhance diversity and inclusion in IU discovery systems.	No later than August 2021.

Responsible party: Tina Baich and Kristi Palmer
External collaborators: Council of Head Librarians, IU Library's Task Force to Enhance Diversity & Inclusion in IU Discovery Systems (not formed as of 07/2020)
Overall success measures:

1.4 Ensure that library digital learning objects and website adhere to accessibility best practices.

Steps	Timeline
Website review and user testing	Spring and Summer 2020.
Redesign of website	Summer 2020.

Review of digital learning objects	No later than August 2021.
Liaisons participate in online teaching professional development through CTL.	Summer 2020.
Liaisons design/redesign digital learning objects that are accessible.	Summer-Spring 2020, ongoing.

Responsible party: Library Educational Services Group and UX Librarian.
External collaborators:
Overall success measures:
Library website adheres to the WCAG 2.1 Accessibility Guidelines. This will be tested using the axe extension to check all of webpages published on the library's server. Tools and databases outside of the library's website server will have their VPATs (Voluntary Product Accessibility Template) collected, to ensure that the library's resources meet a minimum standard of accessibility.
100% of liaisons have reviewed their created or linked to digital learning content to ensure it is accessible.

1.5 Continue to develop external funding support and solicit new records for digital and archival library collections, including community collections, that reflect IUPUI, Indianapolis, and Indiana's ethnic and cultural diversity.

Responsible party: Archives and Special Collections, Center for Digital Scholarship, Herron Art Library, and External Relations Team
External collaborators: Library's Community Board, Community organizations
Timeline: Ongoing.
Overall success measures: At least 2 new collections created per year.

1.6 Develop community outreach activities related to new and existing digital and archival library collections that reflect IUPUI, Indianapolis, and Indiana's ethnic and cultural diversity.

Responsible party: Archives and Special Collections, Center for Digital Scholarship, Herron Art Library, and External Relations Team
External collaborators: Library's Community Board, Community organizations
Timeline: Ongoing.
Overall success measures: At least 2 outreach activities per year.

1.7 Increase breadth and modes of outreach to ensure a diversity of audiences are reached regarding and feel welcome using Library facilities and services such as but not limited to, lactation room, meditation space, testing space for students with disabilities, and gender-neutral restrooms.

Responsible party: Library Administration with input from Diversity Council, Library International Student Working Group, COG

External collaborators: Division of Undergraduate Learning, Graduate Office, Graduate and Professional Student Group, various student affinity groups on campus, Multicultural Center
Timeline: Ongoing.
Overall success measures: Outreach materials are developed and deployed.

1.8 Review the Library's space and service points for ADA compliance. Enhance accessibility beyond compliance with a focus on universal design when possible.

Responsible party: Library Administration, Business Administration Team
External collaborators: Adaptive Educational Services
Timeline: Ongoing.
Overall success measures: Building is ADA compliant. All service points have enhanced design benefitting a variety of learning abilities.

1.9 Include a Library Student Employee representative on the Library's Leadership Council.

Responsible party: Library Council, Student Employee Advisory Group
Timeline: Annual appointment.
Overall success measures: Student voice is listened to and incorporated into Library leadership decisions.

1.10 Sustain and develop new LibGuides (research and teaching guides) supporting researching and teaching topics that help meet IUPUI's DEI goals to, "Ensure curriculum content and pedagogical strategies reflect a commitment to diversity… that reflect the full diversity of the human experience and commentary on it…and Promote culturally competent practices (IUPUI Division of DEI Curricular and Co-Curricular Transformation Goals, https://diversity.iupui.edu/diversity/mission.html, July 2020).

Responsible party: Subject liaisons and Educational Services Group
Timeline: Ongoing.
Overall success measures: Existing guides updated annually. 1 new guide added every year for the next 5 years.

DEI Performance Indicator 2
Library personnel are welcomed, through a consistent and personal onboarding process, into a work culture that values and recognizes their unique perspectives and abilities as improving the status quo.

Aligns with IUPUI Diversity Indicator II-Education and Scholarship

2.1 Assign all new personnel a "buddy" for the duration of their first year at UL.

Responsible party: Supervisors and Business Administration Team
Timeline: Ongoing.
Overall success measures: Feedback from new personnel

2.2 Work with supervisors to develop individual professional development plans for all new employees.

Responsible party: Supervisors and Business Administration Team
Timeline: Ongoing.
Overall success measures: Feedback from new personnel

2.3 Work with supervisors and new personnel to identify prospective mentors and facilitate mentorship.

Responsible party: UL Administration, Supervisors and Business Administration Team
Timeline: Ongoing.
Overall success measures: Feedback from new personnel

2.4 Identify appropriate projects/programs/presentations for new personnel to engage in, with a goal of fostering leadership skills, as well as enabling UL colleagues to learn about the knowledge skills and abilities of new employees.

Responsible party: UL Administration, Supervisors and Business Administration Team
Timeline: Ongoing.
Overall success measures: Feedback from new personnel

DEI Performance Indicator 3
Library personnel participate in forward-thinking, inclusive, and equitable hiring, success-supporting, and retention practices. Our explicit goal is to increase the number of Library personnel from underrepresented groups.

Aligns with IUPUI Diversity Indicator I-Institutional Vitality and Viability

3.1 Hold all-personnel search & screen training in conjunction with IUPUI Office of Equal Opportunity.

Timeline: Completed—Spring 2020, 72 of 75 current staff attended.
Party responsible: Library Administration, all Library personnel
External collaborators: OEO
Overall measure of success: Results of survey mentioned in 3.2 indicates positive search and screen process for 100% of applicants.

3.2 Develop post-interview survey for all librarian applicants and utilize results to alter process as needed (Phase I).

> Party responsible: Business Administration Team
> External collaborators: OEO
> Measure of success: Survey exists, distributed to all interviewees, informs success of 3.1 and suggests additional alterations that are required.

3.3 In conjunction with Faculty Affairs and Office of Equal Opportunity, continually update inclusive language and monitor gendered language in Library job postings.

> Timeline: Completed Spring 2020.
> Party responsible: Business Administration Team
> Overall measure of success: percentage increase in representational diversity of job applicant pools.

3.4 Partner with the Department of Library and Information Science in support of Wilma Moore Scholars including but not limited to mentored, fellowship-like job opportunities at University Library.

> Timeline: Begin Spring 2020-ongoing
> Party responsible: Dean and applicable supervisor.
> External collaborators: Department of Library and Information Science
> Overall measure of success: Support at least 1 scholar per academic year.

3.5 De-identify application materials in the first round of review for staff positions.

> Party responsible: Business Administration Team
> External collaborators: OEO and HR
> Measure of Success—representational diversity of phone interview pools

3.6 Enhance representational diversity of pools of arms-length reviewers as part of the P&T process.

> Party responsible: Business Administration Team
> External collaborators: OEO and HR
> Measure of Success—representational diversity of pools of arms-length reviewers.

DEI Performance Indicator 4
Library personnel foster a safe work environment by striving to recognize their own biases, holding one another accountable for mutually respectful behavior, and understanding their responsibility in the daily nurturing of an inclusive and diversity-affirming organization.

Aligns with IUPUI Diversity Indicator III-Climate and Intergroup Relations

Actions
4.1 Hold regular and ongoing diversity, equity, inclusion professional development opportunities for Library personnel.

Actions
4.1 Provide ongoing DEI training and development for all library personnel.

Step	Timeline
Provide access to at least 12 DEI professional development opportunities per year.	Ongoing.
Regular and annual review reflects individual personnel member participation in and reflection upon trainings.	Regular individual and team meetings as well as annual review.
Record and provide access to library of trainings for personnel unable to attend at arranged time.	Ongoing.

Party responsible: Assistant Dean for Administration and Organizational Development, Library Council
External collaborators: OEO, Division of Diversity, Equity, Inclusion
Overall Success Measure: Biannual IUPUI Climate Survey reflects internal culture improvement.

4.2 Communicate to Library personnel regarding on-campus diversity programming and events, such as intergroup dialogues and the campus' annual Martin Luther King, Harvey Milk and Cesar Chavez dinners. Find ways to facilitate engagement, such as purchasing tickets/funding registrations.

Timeline: Ongoing.
Responsible party: Library Administration with assistance from Diversity Council.
Overall success measure: Increased participation by Library personnel in on-campus diversity related programming.

4.3 Hold open meetings of the Library Diversity Council in order to facilitate engagement with programs and planning for all Library personnel.

Timeline: Ongoing.
Responsible party: Library Administration with input from Diversity Council.
Overall success measure: