

**Diversity Team Meeting Minutes**  
**University of Maryland Libraries**  
**Wednesday, May 4, 2005**  
**10:00 to 12:00pm.**  
**Room 7113**

**Notetaker: Ambika Sankaran (in place of Tom Connors)**

**Timekeeper: Ken Tanaka (in place of Ambika Sankaran)**

**Attendance:** Johnnie Love, Lisa Wheeler, Simin Jahangiri, Ken Tanaka, Heleni Pedersoli, Akemi Noda, Bonnie Cawthorne, Fahnbullah Zar Zar, Katalin Mouyal, Ambika Sankaran

**Absent:** Pearl Coleman, Tom Connors, and Student rep: Temitayo Gboluaje

## **Agenda**

**1) Review Meeting Notes for March meeting**  
**Review time allotments for agenda items**

***Outcomes:***

- No notes were taken for March
- Meeting in July to finish workplan and get it ready for LEC
- Meetings have now been planned for **July 6** and **August 3** from **10-12 PM** and **Lisa Wheeler will check and reserve the meeting places and post them on the Diversity Team web site**
- Irene Hzrud resigned from the Diversity Team due to conflict in schedule

**2) Tunnel of Oppression**

***Outcome: Volunteers to participate in Tunnel of Oppression***

- Heleni, Bonnie and Johnnie are volunteering at the Tunnel of Oppression today May 4, 2005
- LEC paid for photocopying services for flyers. (Mark Wilkerson assisted)

**3) Other Business**

***Outcomes:***

- OCDA-Paul Henges- Memorandum of Understanding
- LEC-approved the change from being a committee to being a team
- Asian American Resource Guide is still being worked on
- Provost Lecture Series has now been completed
  - 4 Selected Reading Lists are up (the last lecture did not have a reading list)
- Work Plan will be revised to a two year plan: 2005-2007

### **3) Updating of Diversity Web Site—Lisa Wheeler**

#### ***Outcome:***

- Lisa and Ambika will change all the documents that mention Diversity Committee to Diversity Team
- Move older documents to an archives area
- Mention roles of team members on the web site
- Lisa has updated all the information except for Temitayo
- Lisa also included all the subcommittee members into the boxes as part of the Diversity Committee
- A discussion of a possible link to Adaptive Technology Lab onto the site

### **4) Updated the Meeting List Below the changes are in BOLD:**

#### ***Outcomes:***

- Rest of the meetings for 2006 will be scheduled later in the future.

<b>Month/Meeting date</b>	<b>Notetaker</b>	<b>Timekeeper</b>
March	Cawthorne, Bonnie	Zar Zar , Fahnbullah
April	Coleman, Pearl	Wheeler, Lisa
May	<b>Sankaran, Ambika</b>	<b>Tanaka, Ken</b>
June	<b>Pedersoli, Heleni</b>	<b>Jahangiri, Simin</b>
July	Jahangiri, Simin	<b>Pedersoli, Heleni</b>
August	Mouyal, Katalin	<b>Sankaran, Ambika</b>
September	Sankaran, Ambika	Connors, Tom
October	Wheeler, Lisa	Coleman, Pearl
November	Zar Zar , Fahnbullah	Cawthorne, Bonnie
December	Noda, Akemi	Tanaka, Ken
January 2006	Tanaka, Ken	Mouyal, Katalin

### **5) Sue Baughman and the Myers-Briggs Discussion**

#### ***Outcomes:***

- Sue handed out the Myers-Briggs Test to the team
- She explained what it was and how it worked in communicating with a team
- The tests are due back to Sue by: **Friday, May 13, 2005** and delivered back to Sue via inter-office mail or slipping it under her door
- She will give the results back during the July meeting and will explain the results as well as do some team exercises
- She wants just the name of the participant and the answers. The booklets are to be handed back to her unmarked so that she can reuse them
- Team work organization with Sue Baughman after Myers-Briggs tests

### **6) Report from Personnel Program Coordinator**

#### ***Outcomes:***

##### *a) Student Appreciation Day & survey*

- Student Appreciation Day Luncheon Survey-EPSL and McKeldin had 100 students show up

- Johnnie will share the results of the survey at the next meeting
- The Diversity Team will take the students concerns to LEC

b) *Orientation*

- 12 new hires are coming on board: 7 new staff members, 2 contract faculty, and 3 permanent status faculty, as well as 3 Graduate Assistants
  - Graduate Assistant Orientation will be given after classes end
- There will be new web sites for Graduate Assistants, Students Assistants, Library Faculty and Staff who are new to the organization to refer to and tutorials on what they need to complete

c) *University Equity Council*

- Johnnie sent an email to the Diversity Team concerning her new role on the Equity Council
- Topics covered at the Council meeting were Selection on advisory committees, concern of supervisors on search committees, and mentoring support for University staff.

d) *Mentoring Presentation*

- Johnnie made a presentation to the George Washington University Library Council on mentoring for librarians. Andrea Stewart and Sandra Carpenter of GWU's Human Resources office attended the UM Libraries Mentoring Workshop, March 10.
- It was also discussed that GWU and UMD could possibly collaborate on getting a speaker on diversity to cut cost for the two universities.

e) *University Task Force on Mentoring*

University Senate has now approved mentoring as a university wide initiative for all new and junior faculty. Senate Mentoring Task Force Report can be found at The Senate report can be found at

<http://www.senate.umd.edu/Meetings/CurrentSenateMeetingMaterials/>

f) *Update on Mentoring Web Page*

- Mentoring web site was updated by Johnnie and Ambika Sankaran
- It was launched as of yesterday May 3, 2005
- Johnnie used the web site for her presentation to George Washington University

g) *Preview of UM's Diversity Database –What do we do?*

- It has now been taken offline
- Diversity Team will see if they can resurrect the database with the help of Tom Wilson or organize a Task Force to work on it
- It'll be worked into the Work Plan
- Possibly subscribe to Diversity Inc-Lisa Wheeler is looking in that
- Heleni suggested there might be funding for it but to ask Betty Day

## 7) Diversity Team Work Plans on Goals, Objectives and initiatives

### *Outcomes:*

- a) *Use the Objective Work Template* to frame our goals and what needs to be completed in the time that is given.
- b) *Need for Goal #6: On Collections and Resources*
- c) *Goal II:*
  - Under B. Websites: a #4 was added—Identify and link to quality diversity web sites
- d) *Goal 5D:*
  - Identify initiative that will become part of the Performance Review Process and include Diversity Initiatives for Staff and Faculty (Added)
- e) *Equity of Access Document and the Workplan:*
  - We discussed which goals and Equity of Access services could correlate together such as advocacy of bring high school students into the work place and shadow librarians for the day. We discussed having a “Shadow Day” for high school students
- f) *Worked on Work Plans and Goals for 2005-2007*
  - what can be accomplished in either 2005, 2006, 2007
  - Prepare for an All-Staff Meeting and Presentation to LECGoal meetings will be setup and each goal team will meet with Johnnie Love in May.