

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

**Friday April 1, 2022  
10:00am – 11:30am  
MS Teams**

**Present:** J. An, K. Jamieson, V. Lewis (Chair), P. Maylott, J. McKinnell, C. Nicol, S. Rakovac,  
L. Serviss

**Regrets:** L. Banfield, G. Dunks, A. Pottier

**Minute Taker:** M. Hotson

**1. Welcome**

**2. Pronouns – How can the Library do better?**

- Providing training options in collaboration with SLDC; staff training on how to manage and walk-through situations in a sensitive way.
- CCE offers 'Gender Inclusive Communications and Collaborations' as part of their 'Team Essential Courses' <https://www.mcmastercce.ca/team-essentials-courses#ESS%20809>
- Pronoun pins can be helpful when speaking to individuals face to face

**3. Updates from Subgroups – refer to work plan document**

a) Recruitment (K. Jamieson)

- Much of March was focussed on wordsmithing and finalizing recommendations (voting process on what to include/not include on final report).
- Group will clean up and edit final report over coming weeks.

b) Inclusive Culture (P. Maylott)

- How to create a welcoming and inclusive workplace culture.
- Inclusion vs. diversity – how do they look in the workplace, their definition.
- Retention involves feeling included and motivated.
- How we use 'language'.

- Take aways – 18 points of recommendations (included in report) – most important recommendation includes the collection of more data by an impartial 3<sup>rd</sup> party that will help inform next steps.
- c) Staff DEI Learning (J. An)
  - 5 recommendations presented; includes the creation of a DEI Staff Learning group – an ongoing work group, in partnership with SLDC, whose focus will be around programming & themes.
- d) Security Incidents (A. Pottier/L. Serviss)
  - Group created spreadsheet that broadly details security incidents - what are we experiencing? Includes response to incident and lessons learned (what can we do better to improve our response).
  - Providing staff support and communicating updates to procedure/policies
  - Staff training recommendations will include de-escalation training

#### **4. One Minute Wellness Break (S. Rakovac)**

#### **5. Initial review of [DEI Mandate](#)**

- Policies & programs associated with DEI – are they current & still relevant?
- Clarity to who ‘senior leadership’ is referring to
- Consider use of language – staff vs. employees – be more intentional/inclusive
- Framing of DEI – noted that scope of group is broader than anti-racism – clarify the definition of DEI – what are the terms & what elements are included?
- Words/phrases – ‘reducing barriers’; ‘respectful description’; ‘library’s vs libraries’; ‘service and space’ noted as separate, different aspects; ‘group will strive to make’ – consider stronger language?
- What are other DEI committees including as part of their ‘mandate’ statement?
- Next meeting will focus on mandate review. Mary will create a working document of mandate and upload to Teams for comments/input.

#### **6. Key discussion topic: Should Indigenous Matters become its own committee rather than continue as a subgroup of DEI?**

- Vivian will follow up via email to confirm agreement

#### **Next meeting:**

Monday May 9, 2022

1:00 – 2:30

MS Teams