

Thursday, October 1 @ 11am ET

Zoom link in calendar invitation

[Email kelly.wooten@duke.edu if you need the invitation.]

Agenda:

Introductions ([Roster](#)) and Icebreaker:

What do you hope to get out of Div Cmte this year? (record general thoughts and ideas from members)

- Engaged experience with committee this year
- Need committee to remain a safe space, particularly after the challenging summer we've had in the world
- Hope to be an ally and advocate for anyone who needs to be heard, take actionable steps
- Look for partnerships and projects with other groups within SAA (LACCHA, Description, AAC, Accessibility and Diversity, NAAS, DSGS)
- Want Div Cmte to provide a resource and guidance for archivists and archival organizations looking to work on EDI issues - members look to SAA for guidance and this committee can provide that, understand the needs of our diverse membership
- Continue work that Div Cmte has already started - want to make sure our work does not become stagnant

What do you need from Div Cmte to support you and your work?

- Continue engagement and participation from last year
- Continue to provide a safe space, challenge each other, provide a sounding board for issues we want to think through
- Facilitate communication (personal and professional), provide tools for membership
- Feedback and support from each other
- Make sure we are not over-extended with what we may be asked by Council...
- Ideas on how we can support our membership

What can you contribute?

- Time, an open ear, positive energy an attitude, a strong work ethic, passion and dedication, ongoing communication with Council, ideas to support diversity within the membership

Minutes (note taker: Tammi)

We will take turns taking minutes. We are also going to try to use one running Google Doc to record our minutes which we can PDF at the end of the year.

Review [annual report](#) from last year & key accomplishments

- Consultation with Committee on Education
 - Diversify instruction pool, regardless of topic
 - Advance diversification of educational offerings
 - There is an upcoming unconference about inclusive leadership in archives (From Dialogue to Action: A Path to Inclusive Leadership in Archives):

https://mysaa.archivists.org/nc_event?id=a0l0b00000EFwupAAD
- Case Studies on Diversifying the Archival Record
 - Working with SAA Publications to finalize case study that was submitted in 2019-2020.
- American Archivist process review
 - Div Cmt participated in conversations with Cal Lee and Publications Board last year regarding the Boles article published in 2019
 - How to improve review process and expand diversity and inclusion
- Black Lives and Archives Listening and Strategy Session
 - Coordinated a listening session with Council - broke up statement on Black Lives and Archives from Council and used sections of the statement as discussion prompts
 - Intention was to make sure the ideas and feedback we received will be turned into actionable items
- Diversity Forum
 - Repeated listening/strategy session

Discuss plan for moving Black Lives & Archives feedback forward

- This is our main agenda item for today's meeting
- Notes from each of the listening sessions were PDF-ed to create a record
- We still need to collate and assess notes from Diversity Forum session - we will share the feedback with Council
- We will make the documentation available through the Div Cmte microsite to ensure transparency
- Next meeting we can discuss the best way to share the information with Council and the membership
- We need to figure out what actionable items are determined and who is responsible for them (everyone, Council, Div Cmte, liaison groups, etc.)
- We could hold another listening session - but it's difficult to tell right now when we can hold another session - we probably have more than enough material from the previous listening session to analyze first
- If we identify policy/programming opportunities from the feedback we can present that to Council (think of this committee as advisory to Council) - generate a list of proposals. Next Council meeting is November 20 (Friday) where they will discuss strategic goals.
- Volunteers to help analyze and collate feedback from listening sessions: Lydia, Teresa, Cesar, Christina, Kristen
 - Kelly will share Google Drive notes
- We can communicate back with Council that we are working on going through the feedback

Scheduling monthly meetings

- Kelly will see if there is a standing monthly time where we are all available to meet
- We can also meet in pairs/groups as needed
- If there are no major topics to discuss at a meeting we can use the designated monthly meeting time as a working hour
- Kelly and Tammi will notify Div Cmte members that minutes are ready for review and then we will share this with the leaders list.

Plan for taking Minutes to share with Tammi/Kelly & post to Div Cmte & Leaders List-- keep as one running google doc, with PDF snapshot to share after minutes are approved (With rotation for note-taking)