

2022-2023 SAA Diversity Committee Meeting Agendas and Minutes

SAA Diversity Committee Google Drive Folder:

https://drive.google.com/drive/folders/127IGW5EdyIULSvRNdW_nDphygIS0US6G?usp=share_link

Meetings (8:00 am PT/9:00 am MT/10:00 am CT/11:00 am ET):

October 19, 2022

November 16, 2022 (Notetaker: Kristen Chinery)

December 21, 2022 No Full Committee Meeting

January 18, 2023 (Notetaker: Ida Jones)

February 15, 2023 (Notetaker: Sue Ann Lau)

March 15, 2023 (Notetaker: Teresa Mora)

April 19, 2023 (Notetaker: Zachary Tumlin)

May 17, 2023 (Notetaker: Alexis Recto)

June 21, 2023 (Notetaker: Judy Tyrus)

July 19, 2023 (Notetaker: Erin Baucom)

August 16, 2023 (Notetaker: Kristen Chinery)

July 19

Notetaker:

August Notetaker: Kristen Chinery

Agenda

Welcome of new committee members, farewell to those transitioning off

Council Updates

- No updates from Derek
- For most current updates from Council, please attend the membership meeting on Saturday, July 29

Finalize 2023 Diversity Forum

- Notetaker and Moderator Sign-Up and Training [2023_DiversityForumModerators](#)
- To ensure we capture all the data in chat, please use the Zoom chat and not the Whova chat during the Forum

Discuss the 2022 Diversity Forum Report

- [☰ 2022 Diversity Forum Report](#)
- Last call for comments and final edits - submit before August 16
- Will be sent to Council as part of year-end committee report

Final Edits for Recommendations going to Council

- Current Text:

The data generated by the two A*CENSUS II surveys while illuminating brought about some further questions. The quantitative data collected is only the start of determining how we as an organization can support archivists and other cultural heritage professionals. As a committee, we request that qualitative studies be done to regarding the following research questions:

 - For those that responded that their archives have improved DEIA, how was this accomplished?
 - What is leading to burnout in the archives field?
 - How do respondents define accessibility and how is that applied in their archives? Often, practitioners equate accessibility to discoverability and these are in no way the same.
- Are further edits requested to the above?
- What do we want to communicate to Council about:
 - Advocate that SAA employs consultants to do an accessibility audit of the SAA website as well as provide standard guidance for microsite administrators regarding accessibility requirements.
 - Advocate that SAA leadership make a statement validating post-custodialism, radical empathy, communication, and ethics in collecting. Work with the SAA Educators section and the SAA Education Committee/Staff to support including these topics in curricula.

Discuss programming/forum ideas for 2024

- More ex-officio member participation
- Strengthen connections with Council and find ways to better communicate re: recommendations and action items
- Revisit the workplan for committee responsibilities and possible projects
- Identify items that would require a budget request to shape priorities

June 21

Notetaker: Erin Baucom

July Meeting Notetaker: TBD

Present: Erin Baucom, Kristen Chinery, Nikki Lynn Thomas, Zachary Tumlin, Teresa Mora, Alexis Recto, Sue Ann Lau, Derek Mosely

Agenda

Council Updates

- May meeting - approved Archival Worker Labor Taskforce (3 years) to look at Archival Labor wages and SAA Labor (whether or not SAA volunteers can be compensated). A call will go out for volunteers soon and the work will start in the fall.
- There is a 2 year moratorium on new sections. There are currently 47 sections that are managed by SAA staff and they are looking to restructure.
- Early Bird registration for SAA Archives*Records ended last week, we are now in Advanced Registration until July 7. After that it is the full price.
- The SAA Strategic Plan and DEIA Plan dashboards have been updated on the website

2023 Diversity Forum Planning

- Diversity Forum Description:
This year's Diversity Forum topic is eliminating biases in education and experience requirements in order to create equitable employment opportunities that reflect a changing workforce. Presentations will include shared experiences and information about identifying clearer pathways to employment and navigating the mismatch between theory and practice once in the field; barriers during job searches and in the workplace from someone with a blue collar background; work as a DEI Coordinator to support LIS graduate students and faculty, early career professionals, and library and information science programs as a whole; and how to break bad habits in hiring to improve diversity, equity, and inclusion within the profession. We will explore ways to be proactive rather than reactive and emerge from the Forum with identified action items for individual archivists and the Diversity Committee.
- Update on Presenters - information will be in a planning document once this is finalized on July 11
 - Still waiting on how they are doing the pre-recording of the presentation portion of the forum
- Agenda (90 minutes):
 - Brief Intro of the panelist
 - Each panelist has 5 minutes to talk
 - 30 minutes of discussion in breakout rooms with prompts
 - Drafting of action items based on discussion
 - Wrap up and thank you
- Create 3 to 4 Prompts for Diversity Forum Discussion Section
 - Guidelines for hiring
 - How can we develop a formal network of professional mentors?
 - Disconnect between school and on the ground job work, how to make these match?
 - How can you apply DEIA frameworks to your position?
- Sign-up As Notetakers
 - Notes will be taken via Google Docs

Council Communication

- Current Text:

The data generated by the two A*CENSUS II surveys while illuminating brought about some further questions. The quantitative data collected is only the start of determining how we as an organization can support archivists and other cultural heritage professionals. As a committee, we request that qualitative studies be done to regarding the following research questions:

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- Are further edits requested to the above?
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 - Advocate that SAA employs consultants to do an accessibility audit of the SAA website as well as provide standard guidance for microsite administrators regarding accessibility requirements.
 - Advocate that SAA leadership make a statement validating post-custodialism, radical empathy, communication, and ethics in collecting. Work with the SAA Educators section and the SAA Education Committee/Staff to support including these topics in curricula.

2022 Diversity Forum Report Review

The very rough draft of the report is available: [2022 Diversity Forum Report](#)

Plan for 2023 Diversity Committee Business Meeting (90 minutes instead of 60)

- Welcome of new committee members, farewell to those transitioning off
- Finalize 2023 Diversity Forum
- Discuss the 2022 Diversity Forum Report (provide background and summarize the content for those not familiar) ask for comments and final edits
- Present the Recommendations going to Council for final edits
- Ask audience for programming/forum ideas for 2024

May 17

Meeting Canceled

2023 Diversity Forum Planning Notes

- 2022 Diversity Forum Followup Subcommittee (Diversity Forum materials available here: https://drive.google.com/drive/folders/171Fzy-CwKVBqGg9SN9kkMVAg2yPgIKVW?usp=share_link):

- The notes have been tentatively coded according to four themes found by two of the subcommittee members. A draft report will be started during the month of May and will be presented during the June meeting for discussion.
- DEIA Workplan Prioritization Subcommittee
 - Full notes from the Subcommittee are available: https://docs.google.com/document/d/1n66WQH0W1wV9SY9K2Qg49pvCWcDqURLoxABbq_jkwws/edit?usp=sharing
 - The three priorities identified were:
 - Advocate that SAA employs consultants to do an accessibility audit of the SAA website as well as provide standard guidance for microsite administrators regarding accessibility requirements.
 - Advocate that SAA leadership make a statement validating post-custodialism, radical empathy, communication, and ethics in collecting. Work with the SAA Educators section and the SAA Education Committee/Staff to support including these topics in curricula.
 - Have the Diversity Committee members review the A*CENSUS II summary for the February meeting. Invite an A*CENSUS II expert to the February meeting for a discussion regarding how the Diversity Committee can act on the data from the survey.
 - Draft language updated from notes regarding the A*CENSUS II discussion is below. The 2022 Diversity Forum Report will advocate that SAA employ consultants regarding accessibility audits of the SAA website and guidelines for microsite administrators.
 - Still need to discuss what kind of language we want to use in encouraging SAA leadership making a statement regarding post-custodialism, radical empathy, communication, and ethics in collecting.
 - Drafted Statement for A*CENSUS II:

The data generated by the two A*CENSUS II surveys while illuminating brought about some further questions. The quantitative data collected is only the start of determining how we as an organization can support archivists and other cultural heritage professionals. As a committee, we request that qualitative studies be done to regarding the following research questions:

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- What is leading to burnout in the archive's field?
- How do respondents define accessibility and how is that applied in their archive's? Often, practitioners equate accessibility to discoverability and these are in no way the same.

April 19, 2023

8:00 am PT/9:00 am MT/10:00 am CT/11:00 am ET

Zoom: <https://umontana.zoom.us/j/99136278399>

Agenda

Notetaker: Zachary Tumlin

Next notetaker (May 17): Alexis Recto

Notetaking duties will rotate through the roster alphabetically. Please see the meeting dates list for your assigned date to take notes.

Present: Erin, Kristen, Brittany, Sue Ann, Judy

Guests: Derek

Council Updates: Derek Mosley

- Temporarily filling in.
- SAA elections close on the 25th.
- SAA section survey is open.
- Annual meeting registration will open soon; hybrid meeting.

2023 Diversity Forum Planning

- Speakers
 - Two speakers confirmed—student and late-career perspective.
- Format
 - Online only, 60 minutes.
 - Breakout room number will depend on number of moderators.
 - Jamboard could be used; notetaker separate from moderator.
 - Pre-recorded portion; 10-15-20 minutes?
- Response prompts
 - Education and experience requirements.
 - Four-prompt limit.
 - Practical experience earned for academic credit not counted as professional experience.
- Collecting feedback for action items
 - One notetaker per room; likely Diversity Committee member.
 - Google Docs versus Jamboard; going with Google Docs.
- Moderators
 - One per room; Membership Committee member?

Other Reports and Announcements

- Membership: working on strategic goals for coming year(s); possible in-person career center at annual meeting.
- Accessibility and Disability: working on business meeting session to hear how identity-based mentorship groups went this past year.

March 15, 2023

8:00 am PT/9:00 am MT/10:00 am CT/11:00 am ET

Zoom: <https://umontana.zoom.us/j/99136278399>

Agenda

Notetaker: Teresa Mora

Next notetaker (April 19): Zachary Tumlin

Notetaking duties will rotate through the roster alphabetically. Please see the meeting dates list for your assigned date to take notes.

Present: Erin, Kristen, Alexis, Sue Ann, Zachary, Brittany, Teresa

Guests: Sarah Buchanan, Dennis Meissner, Jennifer King

Council Updates: new council liaison, Derek Mosley. Derek unable to attend today but will provide update to Erin who will then update the document.

CORDA Representative Presentation on [SAA Research and Innovation Roadmap](#)

- CORDA representatives introduced themselves and the work
- Seeking input on beta version of Roadmap which is meant to be an analysis of current and emerging research, assessment and data needs, to frame and inform work the profession might undertake in the future. Currently presenting to various committees to get feedback. Diversity Cte has been identified as a prioritized group from which to gather feedback. Will update roadmap based on feedback before presenting to larger audience for additional feedback.
- Seven themes identified. Meant to be a living document.
- What is Missing?
 - Why are people leaving the profession? What is contributing to burnout? How are managers being trained?
 - Publication support? SAA's role in publishing both articles and monographs
- General conversation about SAA's publication model and the fact that it isn't meeting the needs of educators. Things change too quickly to keep up if only publishing new editions on a 10-15 year rotation.
- What Shouldn't be in this Document?
 - Concern that SAA needs to be very careful about dissemination of data around Section IVc. Perhaps a need to focus on understanding of impact and harm.
- What Would Make the Document More Useful?
- Any Feedback on the Process as Currently Laid Out?
 - Developing an action item for Council around this work
- Feel free to contribute additional feedback via open call

Choose SAA Annual Online Section Meeting Date and Time: June 21 at 9am Pacific/ noon Eastern

2023 Diversity Forum Planning Update (Kristen)

- We will not have the option to virtually host the Forum in a room at the conference; ie the only option is virtual.
- Tentative speakers: Kristen contacted SNAP Chair Marissa Friedman and is awaiting a reply. Erin contacted the SJSU SAA Student Chapter and is awaiting a reply. Brittany previously recommended Christina Zamon and Kristen will reach out to her.
- Our April meeting will be dedicated to mapping the Forum's format, response prompts, and how to collect feedback for action items.

Discuss A*CENSUS II response to Council

- Ran out of time for discussion; please review and continue to submit comments within the document

Drafted Language:

The data generated by the two A*CENSUS II surveys while illuminating do not go far enough. The quantitative data collected is only the start of determining how we as an organization can support archivists and other cultural heritage professionals. As a committee, we request that qualitative studies be done to regarding the following research questions:

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- How do respondents define accessibility and how is that applied in their archive's?

Membership Committee Update (Brittany)

- Will be launching new self-serve mentoring model at Annual Meeting

Accessibility and Disability Section (Zachary)

- Revision group for Guidelines for Accessible Archives has kicked off
- Planning Business Meeting

Accessible Reading Room Guidelines to be discussed starting in May

- Recommendations due to Council in August

February 15, 2023

8:00 am PT/9:00 am MT/10:00 am CT/11:00 am ET

Zoom: <https://umontana.zoom.us/j/99136278399>

Agenda

Notetaker: Sue Ann Lau

Next notetaker (March 15): Teresa Mora\

Notetaking duties will rotate through the roster alphabetically. Please see the meeting dates list for your assigned date to take notes.

Present: Erin, Kristen, Alexis, Zachary, Sue, Brittany

Council Updates

2023 Diversity Forum Planning Update

- Forum will be Saturday, July 29 in the morning.
- Hybrid is not an option, have to decide between in-person or virtual only.
 - Those present voted and it will be virtual. Kristen will let Felicia know.
- Brittany recommended Christina Zamon as a presenter and Erin is contacting a student.
- Brittany will ask for volunteers for forum moderators, but we still need commitment. If anyone else can volunteer, please do so!

A*CENSUS II Discussion

- <https://sr.ithaka.org/publications/acensus-ii-all-archivists-survey-report/>
- <https://sr.ithaka.org/publications/acensus-ii-administrators-survey/>
- Overall found that the census provided ok quantitative data which highlighted the need to expand on the information given by participants. Some of these were:
 - What specifically was done to improve DEIA in their archive.
 - Definition of accessibility.
- What is leading to burnout in the archives field.

Action item: Talk to council about focus on needs of archivists vs patrons to support and help our fellow peers. Prevention of burnout and retention.

- Erin to draft a proposal to council on the need to obtain qualitative data over quantitative. This will be available for members to look over and add to.

Reports from the field:

- Membership
 - New mentoring format.
- Diverse Sexualities and Genders Section
- Archives and Archivists of Color Section
- Accessibility and Disability Section
 - Revision of guidelines.
- Native American Archives Section

January 18, 2023

8:00 am PT/9:00 am MT/10:00 am CT/11:00 am ET

Zoom: <https://umontana.zoom.us/j/99136278399>

Agenda

Notetaker: Ida Jones

Next notetaker (February 15): Sue Ann Lau

Present: Erin, Kristen, Zachary, Teresa, Brittany, Nikki, Judy, Sue, Alexis

Notetaking duties will rotate through the roster alphabetically. Please see the meeting dates list for your assigned date to take notes.

Council Updates

- Forum for proposed revisions to bylaws and constitution
 - Call for member feedback ended last Friday, final draft will be available in February
 - Will be on the ballot in March, vote for all changes or against all changes
- All members survey coming in the next few weeks, looking at sections. There are currently 43 sections which takes quite a bit of staff time to maintain the sections and run the elections. Council wants to know what members want from sections and what could be done to make sections more useful/efficient.

Sub-Committee Report Back from December Breakout Meetings:

- 2022 Diversity Forum Followup Subcommittee (Diversity Forum materials available here: https://drive.google.com/drive/folders/171Fzy-CwKVBqGq9SN9kkMVAg2yPgIKVW?usp=share_link):
 - Did not meet in December, the committee members started to work with the combined notes from the Jamboard produced during the 2022 Diversity Forum for common themes.
- DEIA Workplan Prioritization Subcommittee
 - Full notes from the Subcommittee are available: https://docs.google.com/document/d/1n66WQH0W1wV9SY9K2Qg49pvCWcDqURLoxABbq_jkwws/edit?usp=sharing
 - The three priorities identified were:
 - Advocate that SAA employs consultants to do an accessibility audit of the SAA website as well as provide standard guidance for microsite administrators regarding accessibility requirements.
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Nikki Lynn Thomas
Zachary Tumlin
Judy Tyrus

Notetaking duties will rotate through the roster alphabetically. Please see the meeting dates list for your assigned date to take notes.

Council Updates

- No update for this meeting. Erin will reach out again.

Sub-Committee Assignments

- 2022 Diversity Forum Followup Subcommittee (Diversity Forum materials available here: https://drive.google.com/drive/folders/171Fzy-CwKVBqGq9SN9kkMVAg2yPgIKVW?usp=share_link)
- Combined Jamboard Comments: https://docs.google.com/document/d/1cdsV4nsqJOUk_QXrMvr9EonddHVMTSpU6IIMWuar_Jc/edit?usp=sharing
 - Members:
 - Erin Baucom
 - Sue Ann Lau
 - Judy Tyrus
- DEIA Workplan Prioritization Subcommittee
 - Will report back during the January Meeting regarding potential action items to pursue. Workplan available here: https://www2.archivists.org/sites/all/files/SAA-DEIA-WorkPlan_AsApproved111021.pdf
 - Kristen's note: This subcommittee will review the DEIA Workplan and identify areas where Diversity Committee could develop initiatives, action items, and opportunities for collaboration with other committees, sections, etc.
 - Working Document: https://docs.google.com/document/d/1n66WQH0W1wV9SY9K2Qg49pvCWcDqURLoxABbq_jkwws/edit?usp=sharing
 - Members:
 - Erin Baucom
 - Teresa Mora
 - Zachary Tumlin
 - Alexis Recto
- 2023 Diversity Forum Planning Subcommittee:
 - Identify 2-3 ideas, research feasibility, and bring back recommendation to the full Diversity Committee for discussion in January.
 - Subcommittee responsible for all aspects of planning - date, time, topic, speaker(s), etc.
 - Members:
 - Kristen Chinery

- Nikki Lynn Thomas (ex-officio)
- Cesar Gallegos
- Ida Jones
- Mariah Isbell

Erin will send email to committee members to remind everyone that subcommittee selections are required by Friday, November 18.

2023 Diversity Forum Topic Discussion

- Information about previous Diversity Forums available in Google drive.
- Recent topics: Black Lives Matter movement - impact on profession; contingent labor during COVID; gender diversity.
- Topic suggestions: Ask SAA President Terry Baxter for a diversity issue to be represented at Forum; education and experience requirements - who is impacted/challenges; ACensus II issues (possible partnership with Ethics & Professional Conduct Committee); organizing labor in archives (if proposed session not picked up); conventional vs. unconventional career paths.

October 19, 2022

8:00 am PT/9:00 am MT/10:00 am CT/11:00 am ET

Agenda/Notes

Present:

Erin Baucom

Brittany Newberry

Natalie Johnson Pearmain

Judy Tyrus

Teresa Mora

Alexis Recto

Dr. Ida Jones

Introductions

Council Update

Expectations

- Come to meetings, if you cannot attend meetings read the notes and add comments.
- Participate in at least one sub-committee.

Recording Meetings Discussion

- Decided to not video record meetings, instead the minutes will be the record of all meetings.

Subgroup/Subcommittee Discussion: Each sub-committee will have around four members. Erin Baucom or Kristen Chinery will be part of each committee. Sub-committees will determine their own meeting times and procedures. Please choose your sub-committees (listed below) by the November meeting so we can fill out the rosters and get started.

- 2022 Diversity Forum Follow Up Subcommittee
- DEIA Workplan Prioritization Subcommittee (Will report back during the January Meeting regarding potential action items to pursue)
- 2023 Diversity Forum Planning Subcommittee

Liaison Updates

- Membership is deciding on their goals for the coming year, they are discussing the priorities from SAA's Strategic Plan to determine what priorities they will work on in the coming year.
- The Membership committee has a blog about career journeys and welcomes submissions: <https://membership.archivists.org/>.