ACRL Advancing learning Transforming scholarship
Association of College & Research Libraries
A division of the American Library Association

Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL division-level committees should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 19, 2019**, the outgoing chair should post the combined template with only the 2018–19 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, and staff liaison should all review and approve the work plan. By **August 9, 2019**, the incoming chair should post the combined template with the 2018–19 report and 2019–20 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2019 through June 2020.

Committee Name & Charge	
Committee Name:	ACRL Equity, Diversity & Inclusion (EDI) Committee
Charge/Tasks:	To oversee and coordinate ACRL's Core Commitment to equity, diversity, and inclusion, as described in the strategic plan. Work with the Board and other units to initiate, advise and mobilize support for appropriate action related to issues of diversity, equity and inclusion in academic librarianship—including recruitment, advancement and retention of underrepresented groups to academic and research librarianship and the promotion of library and information services for diverse library users.

2018–19 Leadership (terms: July 1, 2018–June 30, 2019)	
Chair:	Federico Martinez-Garcia Jr
Vice-Chair:	Derrick Jefferson
Board liaison:	Faye A. Chadwell
Staff liaison:	Allison Payne
Other leaders:	

2019–20 Leadership (terms: July 1, 2019–June 30, 2020)	
Chair:	Derrick Jefferson
Vice-Chair:	Ms. Mary Beth Lock
Board liaison:	Faye A. Chadwell
Staff liaison:	Allison Payne
Other leaders:	Past-Chair, Federico Martinez-Garcia Jr

Report & Work Plan Submission			
Year-end report written by:	Federico Martinez-Garcia Jr & Derrick Jefferson	**Date:**	July 19, 2019
Work plan submitted by:	Derrick Jefferson, Mary Beth Lock, & Federico Martinez-Garcia Jr	**Date:**	July 19, 2019

2018–19 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2018–19 membership year (July 1, 2018 to June 30, 2019)?

* Presented at 2019 ALA Annual in DC. Presentation title "The Sense of the Self: How Identity Informs Academic Librarianship"
* Collaborate with the ACRL Board's Strategic Planning on ACRL initiatives on equity, diversity, and inclusion and how we can define a signature initiative around EDI as well as develop specific strategies for helping members with EDI.

2. What were the relevant results for your projects?

* Presentation was attended by #?. It was an interactive panel presentation and attendees engaged by sharing experiences and providing feedback to one another. Many expressed their interest on bring the conversation back to their libraries.
* Attending the 2018 ACRL created better understanding on support that the ACRL EDI Committee could ask for without hesitation. The Board's support to make the EDI Committee succeed was evident and sharing the experience with the committee made everyone feel empowered to continue our work.

3. Which if any 2018–19 projects will continue next year?

* EDI Standards Revision
* Continue efforts to create a safe communication space for all different ACRL Committee to collaborate with the EDI Committee.

4. What worked well?

* The enthusiasm and energy that everyone put together to take the EDI Committee to the next level in terms of now having a larger membership.
* Taking over the new EDI ACRL Initiative.
* Open communication and support from the ACRL Board.

5. What could have worked better?

Looking at what was accomplished during the year, I would say that everything worked well this year.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The increase in committee membership and responsibility has created awareness that we exist. We have been contacted by different ACRL and ALA Committees going from introductions to request collaboration.

7. Was there information you could have been provided before starting this project that would have made your work easier?

Specific EDI Committee orientation documents that would explain the expectations, dates, and contacts in and out of the ACRL Board.

8. What made this work most rewarding (observations/comments/accolades)?

Collaborating closely with the ACRL Board and the EDI Committee members dedication and passion to make the work moving forward.

9. Any other comments, recommendations, or suggestions?

Optional

2019–20 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2019–20 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	EDI Standards revision
Brief Description:	Continue the revision of Diversity Standards from previous work plan.

Activity #1 Timeline
How long will this project take?
☐ **continuous project assigned in charge**
☐ **short-term project that will be completed this membership year**
☑ **multi-year project continuing past June 30, 2020. Expected completion date:**

ACRL Plan for Excellence
Check one box below. If applicable, select objective from drop-down.
☑ **Value of Academic Libraries**
4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.
☐ **Student Learning**
Select from drop-down.
☐ **Research and Scholarly Environment**
Select from drop-down.
☐ **New Roles and Changing Landscapes**
Select from drop-down.
☐ **Core Commitment to Equity, Diversity & Inclusion**
☐ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**
Provide a brief sentence connecting your project to the goal area and objective you selected:

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	**Due Date**	**Party Responsible**	**Resources Needed (e.g., financial, tech, staff support)**

Activity #1 Assessment
How will success be measured?
ALA Midwinter Discussion Group - https://2020.alamidwinter.org/whats-happening/education-and-meetings

2019–20 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2019–20 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Create subcommittees
Brief Description:	Subcommittees will be needed to continue moving forward EDI goals. As the EDI Committee member responsibilities increase, we need to divide important goals to reach completion.

Activity #2 Timeline
How long will this project take?
☐ **continuous project assigned in charge**
☑ **short-term project that will be completed this membership year**
☐ **multi-year project continuing past June 30, 2020. Expected completion date:**

ACRL Plan for Excellence
Check one box below. If applicable, select objective from drop-down.
☐ **Value of Academic Libraries** Select from drop-down.
☐ **Student Learning** Select from drop-down.
☐ **Research and Scholarly Environment** Select from drop-down.
☐ **New Roles and Changing Landscapes** Select from drop-down.
☐ **Core Commitment to Equity, Diversity & Inclusion**
☐ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**
Provide a brief sentence connecting your project to the goal area and objective you selected:

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)

Activity #2 Assessment
How will success be measured?