

TDL Racial Equity Action Plan

Version 2.0¹

This plan represents an on-going effort to articulate the concrete measures Texas Digital Library (TDL) commits to take in order to dismantle white supremacy within our organization and associated communities. Our goals are not just to address inequities in our staff organization and the broader consortium, but to help transform practice and culture in the larger higher education and cultural heritage communities in which we operate. The initial version of this plan was published in March 2021 and is updated annually, at minimum, by TDL's executive leadership and Governing Board.

We believe TDL's work fundamentally promotes equity and inclusion by providing alternative models for distributing research and cultural heritage materials in ways that are more equitable worldwide. Through our [Open Access repositories](#), journals, and dissertation publishing tools, researchers and institutions can publish their work and make it freely available, outside of established profit-driven systems. As a membership organization, furthermore, we are accountable to our members that fund and govern our operations -- a model of governance more suited to creating equity than top-down, profit-driven models.

TDL has previously enacted policies and programs that we believe combat white supremacy, including some of the measures listed in the sections noted as "Policies and operating procedures currently in place." It is our intent to continue such established procedures even as we assess, strengthen, and add to them. We have shown our willingness to [name racism](#) and our own organizational shortcomings. And we recognize that there is much more we can do. We commit to revisiting this plan regularly, with a goal of normalizing anti-racism action as part of on-going program assessment and planning. Additionally, we will continue to seek input and critique from our communities to strengthen our efforts and propel us forward.

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¹ Version 1 of this plan was published in the TDL DSpace repository on March 15, 2021 as "Texas Digital Library Anti-Racism Action Plan." <https://hdl.handle.net/2249.1/156529>

Governance & Strategy

Strategies currently in place	Actions
<i>Engage Member Board in regular discussions about DEI, including roadblocks and accomplishments.</i>	Discussions at 2020 and 2021 Member Board meeting about TDL leadership opportunities in DEIA.
<i>Add a standing agenda item to Governing Board meetings to address DEI issues.</i>	Agenda items at Governing Board meetings since Fall 2020 meeting.
<i>Include DEI in TDL's strategic objectives.</i>	Commitment to Diversity, Equity, Inclusion, and Accessibility is included as top-level Strategy in 2020-23 Strategic Plan. https://www.tdl.org/governance/strategic-plan/
<i>Include reporting on DEI initiatives in TDL annual reports to maintain accountability to the community.</i>	2020 Impact Report included information about Racial Equity Action Plan (formerly Anti-Racism Action Plan) publication, Anti-Racism Statement. https://www.tdl.org/wp-content/uploads/2020/12/TDL_2020_Impact_Report.pdf
<i>(Year 1 goal) Work with Boards and communities to identify and plan for program(s) to support students from minoritized communities seeking careers in libraries and archives.</i>	The TDL Governing Board's approval of a 3-year TDL Diversity Residency in Digital Libraries, scheduled to begin in Fall 2022, was a direct result of Board and Leadership planning for this goal. The Diversity Residency is aimed at early career professionals rather than students.

Aspirational Strategies 2022-23	Actions
<i>Codify the above policies into TDL governing documents.</i>	Craft policy documents for approval by Governing Board, to be deposited in the TDL Repository.
<i>The TDL Governing Board will set priorities for coordinated action among the membership to promote equity in digital collections across the consortium.</i>	Governing Board will begin conversation to define priorities and charge a group to undertake this work at Summer 2022 board meeting.

Technology

Strategies currently in place	Actions
<i>Evaluate and remediate language practices in hosted technology and infrastructure.</i>	Renamed all systems' main branches from 'master'. Stop using 'whitelist' and 'blacklist' language in software projects and systems administration.
<i>Provide training opportunities on bias in technology.</i>	TDL leadership amplified opportunities for education on bias in technology and encouraged participation.

Aspirational Strategies 2022-23	Actions
<i>Provide training opportunities on bias in technology.</i>	Identify required training / professional development opportunities for technology staff on bias in technology.
<i>Identify and articulate processes and policies to avoid bias in software development through engagement with product owners/users from minoritized groups</i>	When feedback is sought from the TDL community (e.g. through assignment of Product Owner) for a software development project, make effort to recruit and include users from minoritized communities. Encourage staff participation in workshops and trainings when available (e.g. DPLA harmful metadata workshop, Digital Preservation equity workshop.) When TDL contributes to development, management should reinforce the need to view all work through an anti-racist lens through frequent reminders. Prioritize open development and open access wherever possible in order to increase accessibility and inclusivity in the software development process.
<i>Identify and implement ways of increasing diversity pipeline in tech.</i>	Provide opportunities for engagement of TDL tech staff with TDL Diversity Resident.
<i>Take steps to mitigate the environmental impacts of services and their impacts on racial equity.</i>	Assess environmental impact of digital preservation storage. Publish information about the environmental impact of storage for all systems infrastructure.

Aspirational Strategies 2022-23	Actions
<i>Improve metadata equity.</i>	Identify community-based activities (e.g. a workshop, collaborative project) to remediate inequities in repository or other metadata.

Staff & Administrative

Strategies currently in place	Actions
<i>Embed DEI initiatives in every element of staff and project planning.</i>	<p>Include discussion of DEI issues in the annual staff retreat agenda.</p> <p>Include DEI issues in technology and other roadmapping exercises.</p> <p>Include DEI issues in annual professional development planning and budgeting.</p> <ul style="list-style-type: none"> – Include discussion of DEI issues in annual staff evaluation meetings. <p>Devote resources to developing shared goals and collaborative decision-making.</p> <ul style="list-style-type: none"> – TDL hosts a monthly team meeting, annual team retreat, annual TCDL meeting for TDL members and beyond, as well as meetings for the Marketing/Comms and Tech teams to collaborate across projects and goals.
<i>Increase diversity of TDL staff.</i>	<p>When recruiting for an open position, actively recruit people of color to apply.</p> <p>Examine and revise hiring policies and practices, and HR practices more generally, to avoid bias, discrimination, or barriers that may adversely impact workers of color, based on discussions with UT Austin HR.</p>
<i>Create a staff culture of inclusion.</i>	<p>Allow staff time for professional development reading on diversity and inclusion topics with supervisor approval. Continue this practice.</p> <p>Ensure that staff are aware of and feel comfortable taking university- and UTL-led training training</p>

Strategies currently in place	Actions
	<p>programs intended to increase cross-race interpersonal efficacy for all staff members.</p> <p>Discourage “workaholism,” e.g. by articulating expectations against working outside regular staff hours without compensation.</p> <ul style="list-style-type: none"> – TDL executives do not email or message staff after work hours or on weekends for anything less than a system outage. <p>Ensure that staff members have fair and equitable access to professional development opportunities by making funds available annually to each staff member for coursework or conferences.</p> <p>Each staff member annually chooses at least one professional development opportunity; TDL leadership makes best efforts to ensure funding and time allotted for that choice.</p> <p>Provide opportunities for staff members to assume leadership positions on projects and publicly credit participation.</p> <ul style="list-style-type: none"> – TDL executive team encourages staff members to take leadership positions on projects and cultivates a culture of gratitude and shared credit. <p>Encourage and affirm diverse working styles and personal expression in order to reduce cultural and/or social barriers to advancement.</p> <ul style="list-style-type: none"> – TDL does not enforce a dress code or adornment rules. – Staff is encouraged to manage their own time wisely in whatever way is best for them to complete their job requirements. – Leadership prioritizes realistic work plans with gaps for the unexpected and for rest between projects.

Aspirational Strategies 2022-23	Actions
<i>Align with UT Libraries’ human resources policies related to DEI.</i>	Assess HR policy alignment between TDL and UTL to determine where TDL can diverge from/supplement UT

Aspirational Strategies 2022-23	Actions
	Austin policies with its own efforts to promote DEI within its small staff.
<i>Assess success of “culture of inclusion” policies.</i>	Survey TDL staff for feedback on implementation of policies and procedures intended to create a culture of inclusion.
<i>Prioritize diverse purchasing decisions.</i>	<p>Make lists of BIPOC- and LGBTQIA+-owned businesses in typical purchasing categories (e.g. catering, promotional items, printing, equipment, office supplies).</p> <p>Make effort to purchase from our lists first before resorting to typical large sellers (i.e. Amazon and Office Depot).</p>

Events

Strategies already in place	Actions
<i>Prioritize diversity of participants in the planning of the Texas Conference on Digital Libraries.</i>	<p>Prioritize diversity in selection of keynote speakers and presenters at the annual conference.</p> <ul style="list-style-type: none"> – This priority to address the historical absence of racially minoritized experts in the conference’s most visible speaking slot is made clear to TCDL committee members during annual keynote selection. – In conference years 2018-2022, keynote speakers have either belonged to a racially minoritized group or spoken about collections related to racially minoritized groups, or both. This deliberate prioritization contrasts with the previous 10 years of the conference, which featured zero speakers or keynote topics representing racially minoritized groups. <p>Ensure representation of minoritized groups on planning committees for events.</p> <ul style="list-style-type: none"> – Representation from racially minoritized groups is a consideration in TCDL, Awards Committee, and Leadership Committee member selection. Representation of minoritized groups on the TCDL Planning Committee increased from 14% to 50%

Strategies already in place	Actions
	<p>between 2019 and 2022.</p> <ul style="list-style-type: none"> – We have opened up the TDL Awards committee to non-members to reduce barriers to participation, and honor previous award winners. <p>Reduce financial barriers to participation at TCDL through tiered pricing and scholarships.</p> <ul style="list-style-type: none"> – In 2021 TDL introduced tiered pricing options for TCDL that included special pricing for retirees/unemployed, “pay what you can,” and a fully free option. – TDL routinely produces free webinars and other online trainings, and will continue to leverage virtual events as a way to increase access to TDL’s programs.
<p><i>Create a culture of inclusion at TDL events, including the Texas Conference on Digital Libraries.</i></p>	<p>Maintain and promote TDL Statement of Inclusion/Code of Conduct at all major events.</p> <ul style="list-style-type: none"> – Code of Conduct prominently displayed on TCDL website and communicated by Executive Director in opening plenary session. <p>Develop a TDL Statement of Inclusion/Code of Conduct for online events (e.g. webinars) that we share with presenters and attendees.</p> <ul style="list-style-type: none"> – Code of Conduct statement communicated at start of all webinars and public meetings. <p>Review and strengthen the TDL Statement of Inclusion/Code of Conduct for in-person events.</p> <ul style="list-style-type: none"> – Reviewed and revised by 2021 TCDL planning committee, which implemented reporting mechanisms for CoC violations. <p>Develop a land acknowledgement and policy for its use at select events.</p> <ul style="list-style-type: none"> – Began delivering land acknowledgement at events in 2021. <p>Share guidelines for conference presenters to develop inclusive and accessible presentations.</p>
<p><i>Implement programs and events that promote DEI values and skills.</i></p>	<p>Integrate skills development in anti-racism into the annual Leadership Academy (LA).</p> <ul style="list-style-type: none"> – TCDL 2019 included the first LA that included a

Strategies already in place	Actions
	<p>diversity discussion and group activity led by Diane Bailey.</p> <ul style="list-style-type: none"> – TCDL 2021 LA subcommittee prioritized anti-racism skills as learning outcomes and actively recruited speakers from minoritized communities including from historically black colleges and universities (HBCUs). – One of three 2021 workshops addressed the topic of inclusivity in the library, <p>Work with boards and communities to identify and plan for program(s) to support students from minoritized communities seeking careers in libraries and archives.</p> <ul style="list-style-type: none"> – The TDL Governing Board’s approval of a 3-year TDL Diversity Residency in Digital Libraries, scheduled to begin in Fall 2022, was a direct result of Board and Leadership planning for this goal. The Diversity Residency is aimed at early career professionals rather than students.

Aspirational Strategies 2022-23	Actions
<i>Continue implementation of programs and events that promote DEI values.</i>	<p>Implement at least one program in support of students from minoritized communities seeking careers in libraries and archives.</p> <ul style="list-style-type: none"> – The TDL Governing Board’s approval of a 3-year TDL Diversity Residency in Digital Libraries, scheduled to begin in Fall 2022, was a direct result of Board and Leadership planning for this goal. The Diversity Residency is aimed at early career professionals rather than students. <p>Gather information from Texas library schools, associations, and member institutions about events and programs that address critical DEI practices for libraries and archives.</p>
<i>Strengthen a culture of inclusion at TDL events, including the Texas Conference on Digital Libraries.</i>	<p>Explore and advocate for enforcement mechanisms for TDL Code of Conduct.</p> <p>At annual conference and other events, invite presentations from outside of traditional academic circles.</p>

Member Engagement & Outreach

Strategies already in place	Actions
<i>Ensure representation of minoritized groups on committees and groups and in leadership positions.</i>	<p>TDL actively recruits members from minoritized communities to present, lead, and participate in member groups and committees.</p> <p>Many TDL member groups are now open to non-TDL members, in part to promote inclusivity, while reserving leadership positions on those groups as exclusive benefits of membership.</p>
<i>Diversify presenters in TDL webinars and monthly TDL Forums.</i>	TDL actively recruits members from minoritized communities to present, lead, and participate in webinars and forums.
<i>Promote member collections about Black and Brown life, civil rights and social justice.</i>	<p>TDL annually recognizes the work of members and their collections through the TDL Awards. Since 2018, we have increased our targeted outreach for the Awards to communities and members with collections about Black and Brown life.</p> <p>Additionally, TDL hosted a special call to action in Summer 2020 called “Find Five” that asked members to share up to five items in their collections with special emphasis on collections that represent minoritized communities. Ten of our member institutions participated, available here.</p>
<i>Use social media channels to amplify Black and Brown voices from the library and archives community (and from outside it) who advocate for changes that will reduce and eliminate systemic white supremacy.</i>	TDL follows and promotes Black and Brown voices using social media. We actively seek out these groups to follow and invite them to follow us back. In some cases, we have DMed groups and individuals who advocate for the elimination of systemic white supremacy to invite them to attend and present at our conference and/or nominate themselves for a TDL Award.
<i>Create opportunities for easy and anonymous feedback about services and programs.</i>	<p>TDL developed, routinely shares, and monitors an anonymous feedback form (beginning in 2020). https://forms.gle/rPY1JERETGMvypkv8</p>

Aspirational Strategies 2022-23	Actions
<i>Address feedback from anonymous feedback form publicly where appropriate</i>	<p>Develop parameters for addressing questions and comments sent to TDL’s anonymous feedback form.</p> <p>Address feedback in the monthly TDL Forum, or other forums like user group meetings, where appropriate.</p>
<i>Ensure representation of minoritized groups on committees and groups and in leadership positions.</i>	<p>Audit outreach and member engagement efforts to assess inclusion of Black and Brown participants and topical equity. Share results with members and partners, and use results to guide further efforts.</p>
<i>Diversify member base.</i>	<p>TDL has elevated engagement and member recruitment efforts of HBCUs to a top priority.</p> <p>Audit outreach and member engagement efforts to assess inclusion of Black and Brown participants and topical equity. Share results with members and partners.</p> <p>Develop and implement a plan to address gaps identified in the audit.</p> <p>Extend services to new members from Community Colleges and Public Libraries</p>