
7 February 2023

TO: RAILS EDI Board Committee

FROM: Joe Filapek

SUBJECT: DEI Scorecard for Library and Information Organizations (ALA)

In July 2021, The American Library Association's Committee on Diversity released its Diversity, Equity and Inclusion Scorecard for Library and Information Organizations. This scorecard is designed to assist administrators and other stakeholders in gauging their institutional performance in several key areas including culture/climate, training, recruitment and retention, budget prioritization, and data practices. More recently, members of the ALA's Committee on Diversity have offered various training opportunities centered on this scorecard and how it may be utilized by libraries.

The DEI Scorecard for Library and Information Organizations is included in your board packet for review. We would be interested in discussing this scorecard as a potential resource to share with RAILS members as well as its potential for internal use.

An example of upcoming continuing education focused on this scorecard is being offered by United for Libraries: <https://www.ala.org/united/training/learning-live>

DIVERSITY, EQUITY, AND INCLUSION (DEI) SCORECARD FOR LIBRARY AND INFORMATION ORGANIZATIONS

April 2021

The *DEI Scorecard for Library and Information Organizations*, developed by the ALA Committee on Diversity, is an evaluative tool that centers accountability and transparency in determining organizational effectiveness in diversity, equity, and inclusion in the recruitment, hiring, retention, and promotion of people of color. Additionally, the *Scorecard* includes areas that impact these factors such as training, budgeting, and data practices. The *Scorecard* is designed to help administrators of information organizations assess their current practices in five core areas to produce actionable data for decision making and enacting a robust and sustainable commitment to equity, diversity, inclusion, and justice. The *Scorecard* is in alignment with [ALA's Core Values of Librarianship](#) and ACRL's commitment to diversity as outlined in [Diversity Standards: Cultural Competency for Academic Libraries](#).

Scorecard measures:

- Embeddedness of DEI into the Culture and Climate of the Organization: Integration of diversity, equity, and inclusion into the organization which ensures that DEI is a priority.
- Training and Education: The organization provides training that keeps staff current on topics related to racism and on ways to assess the organization's current racial climate to create a more equitable workplace.
- Recruitment, Hiring, Retention, and Promotion: Effectiveness in reaching out to candidates of color for recruitment and in hiring them. Examining the consistency of retention and promotion of persons of color.
- Budget Priorities for DEI: Funding that demonstrates investment in diversity, equity, and inclusion in the organization and community, including staff, collections, programs, and services.
- Data Practices: Plans and procedures for acquiring or collecting, analyzing, disseminating, and applying data to monitor and achieve organizational DEI goals and objectives.

The *DEI Scorecard* can be used as is or adapted to accommodate local context.

DEI SCORECARD FOR LIBRARY AND INFORMATION ORGANIZATIONS

	Level of Performance				Score
	3 Excellent	2 Improved	1 Developing	0 Insufficient	
Embeddedness of DEI into the Culture and Climate of the Organization	The library has created, outlined, and implemented DEI within its strategic plan	The library has developed but not implemented DEI goals within the strategic plan	The library is in the process of developing DEI goals within its strategic plan	No plan is in place or created to include DEI in the strategic plan	
Training and Education	The library provides at least twice-yearly mandatory DEI trainings on current and systemic issues that impact equity in the organization and the greater community	The library provides annual DEI training on current and systemic issues in libraries, but staff attendance is voluntary	The library is developing but has not yet implemented DEI training	The library does not offer DEI trainings	
Recruitment, Hiring, Retention, and Promotion	The library has a plan with measurable goals to attract, retain, hire, and promote BIPOC personnel—including librarians—with clear timelines	The library has a plan for the recruitment, retention and promotion of BIPOC personnel	The library has a plan to recruit BIPOC personnel, but it does not include retention or promotion	No plan in place for recruitment, hiring, retention, and promotion of BIPOC personnel	
Budget Priorities for DEI	Funding for DEI initiatives is consistently built into the annual budget	Funding within the budget is not specifically allocated to DEI initiatives, but can be used for these initiatives	Requests for funds related to DEI initiatives is in process	DEI efforts are not outlined in the budget	
Data Practices	The organization regularly uses DEI data for decision making and monitoring progress towards achieving DEI goals	The organization has a protocol and system for collecting, analyzing, and disseminating DEI data	The organization has begun to consider developing protocols and systems for collecting, analyzing, and disseminating DEI data	The organization has no protocols or systems in place for collecting, analyzing, and disseminating DEI data	
Total score					

Supplemental Questions

These questions can be used to provide context for reflection on the concepts in the *Scorecard*. The list is not exhaustive but is representative of factors that can be taken into consideration when assessing performance on DEI measures.

Embeddedness of DEI into the Culture and Climate of the Organization

1. Does the library's mission, vision, and value statements identify diversity, equity, and inclusion as central to the organization's success and wellbeing?
2. Has the library established a committee to create initiatives to address DEI issues?
3. Does the director develop an annual plan that includes **all** departments to create best practices for anti-racism? This is not education efforts or theory, but actual anti-racist changes in practice.
4. Is there a committee to investigate and reconcile with colonialism and racism? Does the committee meet regularly to address concerns and develop protocols, policies, and procedures to address problems in the organization and recommend solutions?

Training and Education

1. Does the director and administrative staff of the organization continuously identify needs for training in critical topics such as anti-racism? Is the training and education used to implement change?
2. Do employees at all levels of the organization have an opportunity for leadership in developing anti-racist best practices for DEI training and education?
3. Does the organization seek out persons inside/outside the organization who have expertise in delivering DEI training and education programs? Are programs generic or do they meet the specific needs of the organization?

Recruitment, Hiring, Retention, and Promotion

1. Are candidates asked about their involvement or achievements in DEI on employment applications and during the interview process?
2. Does the institution provide candidates with information about its involvement or achievements in DEI on employment applications and during the interview process?
3. Has the director implemented a process for increasing BIPOC representation in management and administration, which includes transparent pathways to promotion for staff?
4. Are there additional processes to attract a more diverse workforce, including advertising relevant jobs in more geographically and demographically diverse venues and on listservs and job boards within POC library organizations?

5. Does the director ensure that there is pay equity for BIPOC personnel?

Budget Priorities for DEI

1. Does the library's budget include funding for diversifying the collections to include resources written by or about BIPOC?
2. Does the library identify and purchase from local and online BIPOC booksellers/bookstores and vendors?

Data Practices

1. To what extent has the organization built capacity for obtaining, archiving, using, and applying data toward developing an inclusive work environment?
2. What are the organization's plans for continuous assessment of DEI?
3. How are the data that the library collects used to effect positive change?

Sources Consulted

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