

**Title of Research Study: DEI (Diversity, Equity, and Inclusion) efforts across gallery, library, archives, and museum (GLAM) institutions**

**Why am I being asked to take part in this research study?**

You are invited to participate in this study because we are trying to learn more about: diversity, equity, and inclusion (DEI) activities across galleries, libraries, archives, and museums (GLAM organizations), and if applicable, the larger institution that it may support, as well as activities that might be taking place within individual departments or functional areas within your GLAM organization (e.g., metadata or cataloging department, etc.). You must be employed by a GLAM organization in order to participate.

**Who is carrying out this study?**

The survey is being conducted by the GLAM Diversity subgroup of the DLF (Digital Library Federation) Committee on Equity and Inclusion.

**Why is this research being done?**

This survey is designed to identify what types of DEI efforts are being undertaken, and how effective respondents believe those efforts to be. Our goal is to provide a synthetic snapshot to the general community to help us collectively understand where we are making progress and where we need to do better.

**How long will the research last?** The survey will take about 10-15 minutes to complete.

**What happens if I say “Yes, I want to be in this research”?**

If you decide to participate, you will be asked to respond to an online survey about DEI activities being undertaken at your GLAM organization and its parent institution (if applicable). You will also be asked about the structures at your organization and its larger parent institution for making decisions about DEI issues, the processes by which such decisions get made and related initiatives are funded, and how DEI-related information is communicated. Finally, you will be asked about the extent to which DEI initiatives are supported within your GLAM organization.

No direct personal identifiers will be collected and responses will be kept ANONYMOUS. Data collected from this survey will be password-protected and only the researcher will have access to it. Findings may be published and/or presented at appropriate professional venues at the aggregate level with no identifiers to any particular individuals.

**What happens if I do not want to be in this research?**

Your participation in this study is voluntary. Whether or not you choose to take part, or answer any question, or stop being in the project, there will be no penalty to you. There are no

sensitive questions in this survey that should cause discomfort. However, you can skip any question you do not wish to answer, or exit the survey at any point. Please feel free to ask questions regarding this study.

**If you have additional questions or concerns** you may contact the principal researcher:

Jeannette Ho, Cataloging/Metadata Librarian, Texas A&M University Libraries,  
jaho@library.tamu (979) 845-5438

You may also contact the Human Research Protection Program at Texas A&M University by phone at 1-979-458-4067, toll free at 1-855-795-8636, or by email at [irb@tamu.edu](mailto:irb@tamu.edu). The latter may include voicing concerns or complaints, obtaining answers to questions about your rights as a research participant, concerns in the event the research staff could not be reached, or the desire to talk to someone other than the research staff. If you want a copy of this consent for your records, you can print it from the screen.

If you wish to participate, please click the "I Agree" button and you will be taken to the survey.

If you do not wish to participate in this study, please select "I Disagree" or select X in the corner of your browser

I agree

I disagree

Before you begin the survey, please read how some terms are being defined for the purposes of this study below:

In this survey, we define “**GLAM organization**” as the actual gallery, museum, archive, or library itself that you work within. In the meantime, the word “**institution**” is used to refer to a larger institution, such as a university, college, business, government entity, etc. that your GLAM organization may serve or be part of.

The acronym “**DEI**” is used in this survey to refer to “Diversity, Equity and Inclusion.”

Special Note: If you use any browser plug-ins or add-ons that prevent tracking for websites, they may prevent you from being able to connect to the survey. Please pause or disable them before you begin the survey.

## **SECTION 1: RESPONDENT DEMOGRAPHICS**

**Question 1: Please indicate the primary type of GLAM organization in which you work.**

**Choose one.**

- Gallery
- Library
- Archive
- Museum

**Question 2a :Please indicate which categories best identify your GLAM organization; select as many as are applicable.**

- Academic
- Public
- School (K-12)
- Non-profit 501(c)3
- Government agency
- Corporate entity
- Unit within an
  - [Historically Black College or University \(HBCU\)](#)
  - [Hispanic Serving Institution \(HSI\)?](#)
- Unit within a college or university with a predominantly White student population
- Other (please specify)

**Question 2b : Please indicate the number of paid employees of just your GLAM organization (not the parent institution).**

- Fewer than 5
- 5 - 19
- 20 - 49
- 50 - 99
- 100 - 499
- 500+

**Question 2c: Where is your GLAM organization located? Please use the format: City, State or Province, Country.**

[Short-form answer]

**Question 3a: What type of position do you have within your GLAM organization?**

- Student / Intern
- Part-time staff / faculty / professional
- Full-time staff / faculty / professional
- Consultant
- Volunteer
- Other (please describe)

**Question 3b: If you serve in a leadership role, please select one of the categories below**

- Supervisor (managing direct contributors)
- Middle manager (e.g. unit or department head)
- Administrator (e.g. dean)
- Other (please describe)
- I do not serve in a leadership role

## **SECTION 2: GLAM ORGANIZATION AND PARENT INSTITUTION DEI ACTIVITIES**

*The following questions pertain to the DEI activities of your GLAM organization and the larger institution it is part of.*

*NOTE: The actual survey will be structured to allow respondents to answer for both GLAM organization and parent institution in questions 5 through 11]*

**Question 4: Is your organization part of a larger institution (e.g., a college or university, etc.)?**

- Yes
- No

**Question 5a: Have any of the following DEI activities been used (or are currently in place) in your GLAM organization (or larger institution, if applicable)? Check all that apply.**

[For both GLAM organization and larger institution, respondents will be able to select the following responses for each category below: "Yes", "No", and "Don't know."]

- Employee organized/based reading/discussion groups
- Mandatory employee training and professional development
- Optional employee training and professional development
- Hiring and retention strategies for non-student employees
- DEI focused strategies and practices related to student employees and interns
- Public events or programs
- Curated bibliographies and resource lists for employee education
- Collection highlights (e.g., announcements on website or book displays)
- Having a diversity resident position, for students and/or staff members
- Hiring an external consultant
- Organization-wide diversity or DEI plan
- Conducted study or environmental scan of other GLAM organizations' DEI activities
- Assessment of DEI issues (e.g., surveys, focus groups, etc.)
- Targeted research initiatives into DEI issues
- External community engagement
- Other

**Question 5.b: If you checked "Other" in the previous question, please describe this activity and whether it took place in your GLAM organization or larger institution.**

**Question 5c: Please check all functional areas that you work in at your GLAM organization. If possible, provide examples of DEI-related activities that have been implemented for each area that you select (please limit your descriptions to areas in which you work directly).**

Collection development/licensing

Digitization

Metadata creation/management and cataloging

Library based publishing  
Institutional repositories  
Scholarly communications  
Research data management  
Access services  
Digital scholarship  
User experience/engagement  
Library IT  
Exhibits  
Special collections and archives  
Other (please specify)

**Question 6a: Are any of the following formal structures EMPOWERED to make DEI decisions within your GLAM organization (or its larger institution, if applicable)? Check all that apply**

[For both GLAM organization and larger institution, respondents will be able to select the following responses for each category below: “Yes”, “No”, and “Don’t know.”]

- Committee, working group, or task force
- Administration
- Departmental vote
- Individual (in a DEI-related position)
- Other

**Question 6b: If you selected "Other" in the previous question, please describe this type of formal structure that is empowered to make DEI decisions, and if applicable, the unit (your GLAM or larger institution) that they pertain to.**

**Question 6c: Are there informal processes by which decisions related to DEI issues typically get made? (Please describe)**

**Question 7a: Are any of the following options used as a primary communication method for DEI information within your GLAM organization (or its larger institution, if applicable)? Check all that apply.**

[For both GLAM organization and larger institution, respondents will be able to select the following responses for each category below: “Yes”, “No”, and “Don’t know.”]

- Email
- Newsletter
- Website / Webpage / LibGuide
- Word of mouth
- Teams, Slack, or a similar collaboration platform
- Meetings
- Other

**Question 7b:** If you selected "Other" above, please describe the communication method(s) that you meant to refer to and if applicable, the unit (your GLAM or larger institution) that they pertain to.

**Question 8a:** Has your GLAM organization (or its larger institution, if applicable) sought to address the following areas of diversity and inclusion through activities previously mentioned in the survey or other means? Check all that apply.

[For both GLAM organization and larger institution, respondents will be able to select the following responses for each category below: “Yes”, “No”, and “Don’t know.”]

- Race / ethnicity
- Gender
- Accessibility, disability, and ableism
- Age
- Religion
- Nationality
- LGBTQAI+
- Language
- Socioeconomic background
- Other

**Question 8b:** If you selected "Other" in the previous question, please describe the area(s) of diversity and inclusion that it refers to, and if applicable the unit (your GLAM or larger institution) that they pertain to.

**Question 9:** Are there DEI areas that are not currently being addressed that you believe should be addressed? If so, please describe and specify whether they should be addressed by either your GLAM organization or its larger institution (or both).

**Question 10a:** Are any of the following methods used to fund DEI initiatives within your GLAM organization (or its larger institution)? Select all that apply.

[For both GLAM organization and larger institution, respondents will be able to select the following responses for each category below: “Yes”, “No”, and “Don’t know.”]

- Allocated funding for DEI initiatives
- Grant awards (internal)
- Grant awards (external)
- Endowments
- General funds requiring administrator approval
- Other

**Question 10b:** If you selected "Other" in the previous question, please describe the method(s) of funding DEI initiatives that you meant to refer to, and if applicable, the unit (your GLAM or larger institution) that they pertain to.

**Question 11a:** What accessibility provisions does your GLAM organization (or larger institution, if applicable) have? Select all that apply.

[For both GLAM organization and larger institution, respondents will be able to select the following responses for each category below: “Yes”, “No”, and “Don’t know.”]

- Dedicated office or department
- Adherence to web accessibility standards
- Testing and evaluation services
- Curated resources
- Improved descriptions in the physical spaces, the catalog and/or digital repositories
- Trainings
- Other

**Question 11b:** If you selected "Other" in the previous question, please describe the accessibility provision(s) that you meant to refer to, and if applicable, the unit (your GLAM or larger institution) that they pertain to.

### **SECTION 3: ADMINISTRATIVE SUPPORT FOR DEI INITIATIVES**

**Question 12: How would you describe leadership supportiveness for DEI initiatives within your GLAM organization?**

- Very supportive
- Moderately supportive
- Indifferent / Neutral
- Not very supportive
- Not at all supportive
- I don't know

**Question 13: How would you describe leadership supportiveness for DEI initiatives within the larger institution that your GLAM organization is part of, if applicable?**

- Very supportive
- Moderately supportive
- Indifferent / Neutral
- Not very supportive
- Not at all supportive
- I don't know
- My GLAM organization is not part of a larger institution

**Question 14: How well is DEI information communicated within your GLAM organization?**

- Very well
- Moderately well
- Indifferent or Neutral
- Not very well
- Not at all well
- I don't know

**Question 15: Please respond to this statement: "I am aware of DEI policies in place within my GLAM organization."**

- True
- False

**Question 16: Please respond to this statement: "I have been offered training to learn about how those policies are enforced and implemented."**

- True

- False

**Question 17: How invested (e.g. financial resources, staff time, etc.) is your GLAM organization in creating diversity, equity, and inclusion?**

- Very invested
- Moderately invested
- Indifferent / Neutral
- Not very invested
- Not at all invested
- I don't know

**Question 18: Please feel free to add comments on the level of support for diversity, equity and inclusion at your GLAM organization or its larger institution, if applicable.**