

ALA Equal Employment Opportunity Policy

I. Whereas:

The American Library Association, through its organized resources and membership support, is committed to a policy of equality of opportunity for all library employees, or applicants for employment, regardless of race, color, creed, sex, age, individual life style, (viz., manner and mode of attire, sexual preference, political persuasion) or national origin. This policy of employment equality logically begins with recruitment to the occupation of librarianship.

Commentary:

This policy is designed to update and subsume the previous ALA policies on discrimination in employment, to wit, Compliance with Fair Employment Practices (1971), Non-Ethnic Minorities (1971), and Equal Opportunity for Women in Librarianship (1971) and reflect the intent of the policy on the Advancement of Minorities in Public Library Service (1971) and on Racial Discrimination (1982) which states:

In a free society, a library is one of the primary instruments through which citizens gain understanding and enlightenment. The institution, the people who work for it, and the professional associations with which they identify themselves should be worthy examples of the high principles which libraries endeavor to promote.

The intent of this policy is to insure that member libraries and library schools are in fact drawing from the largest marketplace of human resources for staffing purposes and that a critical review is ongoing into appointment, advancement, compensation and discipline practices of the library to insure equality in all phases of employment.

See also Introduction and Section IV of the A.L.A. Committee on Accreditation. Standards for Accreditation, Chicago, 1972.

II. Whereas:

The Association not only supports the efforts of member libraries and library schools to seek full compliance with all governmental policies against discriminatory practices but also through the approval and promulgation of this policy focuses attention on the positive responsibility of members, both personal and institutional members, to comply with such legislation and to set institutional goals and time tables which will actively eliminate employment discrimination in libraries.

Commentary:

Currently existing federal policies include:

Statutes

- (a) Title VII of the Civil Rights Act of 1964 as amended by the Equal Employment Opportunity Act of 1972.
- (b) Fair Labor Standards Act of 1938 as amended, particularly by the Equal Act of 1963 and the Education Amendments of 1972.

Executive Orders

- 11246 (September 24, 1965) as amended by EO 11375 (October 13, 1967) and EO 11478 (August 8, 1969).

Federal Court Cases

- (a) *Grigg v. Duke Power Company* 401 U.S.424, 91 S.Ct. 849, 28 L.Ed. 2d 158 (1971).
- (b) *Gregory v. Litton Systems, Inc.* 316 F.Supp. 401 (D.C. Cal. 1970).

Policies of the states are listed in part in American Libraries (June 1972).

III. Be It Resolved That:

- (1) The Council of the Association directs the Executive Director of ALA to have all Association activities, policies and programs reviewed in order to assure that fair and equal practices are followed.
- (2) The Council urges the Association's investigatory body to be prepared to respond speedily and investigate thoroughly alleged employment discrimination on the basis of race, color, creed, sex, age, individual life style, or national origin from any individual or group of individuals employed in or seeking employment in libraries and to impose sanctions on libraries which are in violation of the law and this policy.
- (3) The Association commits itself to continuing efforts for the improvement and implementation of essential legislation prohibiting discrimination.

Commentary:

The Staff Committee on Mediation, Arbitration and Inquiry is hereby assigned responsibility for mediation, arbitration, and inquiry, the Committee is composed of senior staff members of the units of the Association with policy assignments in the areas of tenure, status, fair employment practices, due process, ethical practices and the principles of intellectual freedom; along with one staff member-at-large. Nothing shall preclude the Committee from drawing on a temporary basis, other senior staff members when their interests are involved or they can supply needed expertise. Fact finding sub-committees shall be appointed and shall be made up to two ALA association members and one staff member.

Sanctions may be defined as the appropriate penalty or penalties incurred for violations of one or more of the ALA approved policies to which the PROGRAM OF ACTION relates.

- A. *Publication of a report that includes a statement of censure, indicating the strong disapproval of ALA because of a violation of one or more of the policies to which this PROGRAM OF ACTION relates.*
- B. *Suspension or expulsion from membership in ALA.*
- C. *Listing of parties under censure in AMERICAN LIBRARIES as a warning to persons considering employment in an institution under censure that its practices and policies are in conflict with ALA policies concerning tenure, status, fair employment practices, due process, ethical practices, and/or the principles of intellectual freedom.*

(Program of Action for Mediation, Arbitration and Inquiry)

Commentary cont'd...

The ALA Committee on Legislation is created: To have full responsibility for the Association's total legislative program on all levels--Federal, State and local. To recommend legislative policy and programs for Council approval and to take the necessary steps for implementation. To protest any legislation or executive policy adversely affecting libraries. To seek ruling and interpretations of laws and regulations affecting the welfare and development of libraries. To represent the ALA before executive and legislative branches of government as required at all levels. To provide a forum within ALA to gather information about needed legislation and to keep all units of the Association informed of the ALA legislative programs. To direct the activities of all units of the association in matters relating to legislation.

IV. BE IT FURTHER RESOLVED THAT:

To achieve the goal of equal employment opportunity for all library employees and applicants for employment, the Council of the Association

(1) directs that the Advisory Committee to the Office for Library Personnel Resources shall with the staff of the Office establish guidelines for the prevention of all forms of employment discrimination in libraries as prohibited by this policy, making these guidelines available to libraries, boards of library trustees, staff associations, civil service groups, library employee unions and individuals who are already employed or are seeking employment in libraries.

(2) directs the Office for Library Personnel Resources to begin immediately an aggressive program of instruction on legal equal employment requirements and the procedure for meeting such requirements.

(3) directs that all libraries and library schools with fifteen or more staff members shall formulate written affirmative action plans and shall submit these plans to the Office for Library Personnel Resources which will publish a list of the member libraries submitting affirmative action plans pursuant to this policy. The Office for Library Personnel Resources in cooperation with the Advisory Committee will review these plans in order to ascertain compliance with appropriate federal equal employment guidelines.

Commentary:

The following specific areas of concern should be covered in guidelines to promote non-discriminatory practices:

Education
Recruitment
Selection
Training
Promotion
Wages and Benefits
Procurement of Library Materials

Program activities for the Office of Personnel Resources suggested by this policy statement include PUBLICATION, e.g., "EEOC Guidelines for Preventing Discriminatory Employment Practices", American Libraries (December 1972); ANNUAL STATISTICAL SURVEYS on the employment of women and minorities including job levels, salaries and advancement in libraries; ANNUAL PUBLISHED REPORTS ON recruitment and placement efforts for women and minorities; MAJOR CONFERENCE PROGRAMS, fully funded, which will provide leadership in focusing attention on employment equity for all library employees.

See Section 701 (b) of Title VII of the Civil Rights Act of 1964 as amended by the Equal Employment Opportunity Act of 1972 and Executive Order 11246 as amended by Executive Orders 11375 and 11478.

Submitted by:

Ad Hoc Committee on Equal
Employment Opportunity in Libraries

1972-1973

Patricia Hines
Alice Ihrig
E. J. Josey
David Kaser
Barbara Manchak, Chairperson
Elizabeth Martinez-Smith

1973-1974

John Armendariz
Patricia Hines
E. J. Josey
David Kaser
Barbara Manchak, Chairperson
Elizabeth Martinez-Smith
Anita Shiller

Council Minutes
January 22-25, 1974
Chicago, Illinois

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President Lowrie resumed the chair, and upon recommendation of Councilor at Large Kathleen Molz, Council consented to giving priority to those items on the agenda which require action by Council and to deferring, if necessary, the reports for information.

Mr. Holley resumed the chair, and because of budgetary implications and the fact that it had not been formally admitted to the agenda, ruled out of order a motion from Councilor at Large Grace Hightower that all future proposals which have organizational implications go to COO prior to coming to Council, and COO make a recommendation at the time it is presented to Council. He then asked President Lowrie to review the remaining items.

STAFF COMMITTEE ON MEDIATION, ARBITRATION AND INQUIRY: University of Chicago Report. Mrs. Ruth Frame, Deputy Executive Director, reported for SCMAI in the Executive Director's absence (Exhibit 17). Councilor Darling moved That Council accept the Report; Councilor South seconded the motion, whereupon Councilor at Large Schuman moved and Mr. Eshelman seconded, That SCMAI conduct a full and complete investigation of personnel policies and procedures at the University of Chicago Library in compliance with the resolution passed by the membership and endorsed by Council at Las Vegas and report to Council and membership at the 1974 Annual Conference in New York City. Mrs. Frame responded that while this case is in litigation SCMAI's ability to do a complete fact finding is extremely limited and asked Council to recognize the complexities involved and permit SCMAI to gather what information it can without being restricted by a complete fact finding which she felt was probably not legally possible. Three non-Councilors sought recognition but were denied by a Council vote of 80-36. Council then defeated Ms. Schuman's motion and

VOTED, That Council accept the Report [of SCMAI on the University of Chicago].

SPACE NEEDS COMMITTEE REPORT (Exhibit 18). President Lowrie resumed the chair and, with Council's consent, presented Keith Doms, chairman of the Board's Subcommittee on Space Needs to present the Committee's important information report on what the Committee and the Executive Board consider to be a successful solution to the space problems under consideration for several years. Mr. Doms introduced Mr. Morton Jaffe of Real Estate Research Corporation of Chicago, and on behalf of Council President Lowrie extended the Association's appreciation for his service as consultant to the Committee and the Board.

CONSTITUTION AND BYLAWS COMMITTEE REPORT: Amendments to Bylaw Articles I and VI (Exhibit 13.c). Council, on motion of Councilor William Williams, voted to consider the Committee's implementing amendments affecting the approved dues revision submitted by COPES earlier. Chairman Stephen Whitney, with Council's consent, rather than reading the amendments in detail simply made reference to the various elements of the Committee Report. By direction of the Constitution and Bylaws Committee, Mr. Whitney moved, and it was