**APPLICATION CHECKLIST & BUDGET FORM**

**Research, Scholarship, and Creativity Grant**

**Deadline February 10th**

Please complete this checklist and attach it as the cover page of your grant application, whether you submit electronically or via hard copy.

**Faculty Information\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Name:\_\_\_Julie Gilbert\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dept:\_\_\_\_Library\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_jgilber2@gustavus.edu\_\_\_\_\_\_\_\_\_\_

Rank:\_\_\_\_Assistant Professor\_\_\_\_\_\_\_\_\_\_\_\_\_

**Checklist\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**X**  **Description of previous projects (and outcomes) funded by RSC grants**

**X Complete project description, including separate statements of:**

1. **Purpose.** What are the intellectual, conceptual, or artistic issues? How does your work fit into other endeavors being done in this field?
2. **Feasibility.** What qualifications do you bring to this project? What have you done/will you do to prepare for this project? What is the time period, i.e. summer, summer and academic year, academic year only? Is the work’s scope commensurate with the time period of the project?
3. **Project Design.** This should include a specific description of the project design and activities, including location, staff, schedules or itineraries, and desired outcomes.

**X RSC Budget Proposal Form**

**X If successful, my proposal can be used as an example to assist future faculty applications. This decision will not in any way influence the evaluation of my application. Check box to give permission.**

**Submission instructions\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Electronic —* Submit a single document containing the entire application to rsc-proposals@gustavus.edu.

*Paper —* Submit one (1) copy of completed application to the John S. Kendall Center for Engaged Learning (SSC 119).

Research, Scholarship, and Creativity Grant: BUDGET INFORMATION

 Directions: 1. Enter your **Name**

2. Enter the **Stipend Costs**

 3. Enter the Project Costs (both individual costs and **Total Project Cost**)

 4. Enter **Total Amount Requested** (Total Project Cost + Stipend)

**NAME \_\_\_Julie Gilbert\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**STIPEND** (Please check one box to indicate your distribution preference)

*Note: The RSC grant will fund up to 1,500 towards* ***Project Costs*.** *If your project costs will exceed this amount, you may opt to apply a portion (or all) of your stipend to cover these additional costs. If this option is your preference, please select “Partial Amount”.*

 **Full Amount** ($700- assistant professor; $600-associate professor; $500-full professor)

 **X Partial Amount** (apply a portion of the full amount to project costs)

*Partial Amount: Please indicate the amount that you would like to apply towards project costs*

*($ \_\_\_\_200\_\_\_\_\_\_ ) and the remaining stipend after this deduction ($ \_\_500\_\_\_\_\_\_\_\_ )*

**X X**

**Project Costs Amount**

***I. Equipment***

1.

2.

3.

***II. Materials***

1. $75.00

2. $1,068.00

3.

***III. Personnel***

1.

2.

3.

***IV. Travel***

1. 247.00

2. 310.00

3.

**PROJECT COSTS: List each item individually with its cost. Attach additional sheets if necessary.**

***I.* *Equipment (e.g. transcription machine, camera, digital recorder—but not computer hardware)***

1.

2.

3.

***II. Materials* *(e.g. books, printing, software, lab supplies)***

1. SurveyMonkey Gold subscription for 3 months @ $25/month

2. Books (see attached list)

3.

***III. Personnel (e.g. typist, transcriptionist, student assistant)***

1.

2.

3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***IV. Travel (cannot include conference travel, see*** [***http://gustavus.edu/finance/travel.php***](http://gustavus.edu/finance/travel.php) ***for allowable expenses***)

1. Mileage to Duluth, MN – 445 miles round trip @ 55.5 cents/mile

2. Two nights’ lodging in Duluth, MN

3.

**BOX D. TOTAL AMOUNT REQUESTED (BOX A + BOX B)** = **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TOTAL AMOUNT REQUESTED (Total Project Costs + Stipend) $\_\_2,200.00\_\_\_\_\_\_**

**(*Note: The RSC grant will fund up to an amount equal to your Full Stipend + 1,500 for Project Costs)***

**TOTAL PROJECT COSTS $\_\_\_1,700.00\_\_\_\_**

I have not received prior RSC funds.

1. **Purpose. What are the intellectual, conceptual, or artistic issues? How does your work fit into other endeavors being done in this field?**

Purpose: I seek funds to initiate a research project on identifying the diversity initiatives undertaken by academic libraries, as well as the value libraries place on these initiatives. I will explore the connection between diversity initiatives and the evolving role of academic libraries. This project informs my upcoming sabbatical research, which is slated for 2013-2014, if approved. During the grant period, I will immerse myself in the literature of diversity in libraries and am seeking funds in part to acquire books (see attached list). Funds will also cover mileage for a research trip to Duluth, MN and help me disseminate a national survey of academic librarians in spring 2013; the survey will ask questions related to diversity initiatives.

Libraries are inclusive institutions designed to serve and welcome all members of a community without exception. Public libraries have a long tradition of connecting with their diverse populations. Whether services for new immigrants, job training, outreach to inmates, programs for families, access to online services or building collections for a multilingual community, the mission of public libraries rests in a commitment to serve all. While academic libraries are similarly committed to their users, especially through supporting the community’s information needs, they have just begun to recognize and address the unique needs of their diverse student populations. As academic libraries undertake diversity initiatives, they are positioned to explore the value of diversity in relation to the mission of their home institutions and to articulate an evolving role for themselves.

Today’s college students are increasingly diverse and demographic trends indicate that future generations of students will become even more so. This ever-increasing diversity provides opportunities and challenges for academic libraries. (In my research I define diversity broadly, recognizing the myriad ways that we are diverse.) At any given time, an academic library might be offering instruction to international students unfamiliar with the concept and layout of open stacks, or students from disadvantaged economic backgrounds whose high school experiences did not offer opportunities to become familiar with library resources. Students of various sexual orientations and students from traditionally underrepresented racial and ethnic groups will browse the shelves and may or may not see the experiences of their group identities reflected in the collection. Students with disabilities may have difficulties navigating the library and find the building unwelcoming. Transfer and returning students, as well as first-generation college students, have unique needs based on their previous (and varied) exposure to academic research. A library serving distance learners has to take into account learning styles, access and outreach issues in a virtual world.

These issues raise several questions: Are academic libraries responding appropriately to the needs of all students? How can academic libraries best foster and support diversity? To what degree do academic libraries value diversity? What might a diversity-rich academic library of the future look like? Academic libraries have much to learn from public library approaches to identifying, understanding and supporting the needs of a wide variety of patrons. They must continue to embrace the mindset of serving the needs of all users, to the degree that academic libraries do not merely respond to diversity but foster and encourage it.

I will make a research trip to Duluth, MN to investigate how a variety of libraries, both public and academic, address diversity initiatives. The Duluth area offers many advantages as a research site. There are a variety of libraries in relatively close proximity, including a large public library, a state-funded university library, a private college library serving residential and distance education learners, a community college library and (in nearby Cloquet) a tribal college library. While the area is predominantly white, it is home to a sizeable Native American population and welcomes an influx of people of color. My research trip will involve visiting with staff members at area libraries about ways they understand diversity within their setting and how they address and foster diversity. Conversations will inform the national survey as well as diversity programming to undertake at the Folke Bernadotte Memorial Library.

After perusing the existing literature and visiting with librarians in the state to better understand the issues at hand, I will survey academic librarians across the country. I anticipate that the survey will address the following questions:

* How do academic libraries understand diversity within their own context?
* What activities and initiatives do academic libraries undertake related to diversity, specifically in terms of services to their student populations?
* If libraries do not undertake diversity initiatives at all, or to the degree to which they would like, what are the barriers?
* Why do they undertake diversity initiatives?
	+ How do these initiatives reflect the mission of the library? The mission of the institution?
	+ What do attitudes about diversity initiatives reveal about libraries’ understanding of their role and mission on campuses?

This project has strong practical implications, specifically for establishing a vibrant diversity program at the Folke Bernadotte Memorial Library, which I plan to pursue in 2014-2015.

Scholarship on diversity in academic libraries covers many aspects, including collection development, services to specific populations, organizational approaches to diversity and staff recruitment and retention. Although the previous decade has seen a dramatic increase in literature related to diversity initiatives in academic libraries, there are noticeable gaps. Most existing studies focus on diversity issues in libraries at large research universities. Little has been done examining diversity in liberal arts college libraries. Also, in keeping with the nature of library science scholarship, most existing literature investigates diversity programs and efforts occurring within a specific library rather than providing a comprehensive overview of what libraries across the nation are doing. A related branch of literature includes guides for best practices, which offer a sense of the various ways academic libraries embrace and undertake diversity initiatives. My research project, which will grow out of the resources provided by the grant, will contribute to the scholarship in the field by capturing the variety of diversity initiatives academic libraries across the country are pursuing, as well as seeking to articulate ways in which these initiatives inform the ongoing role of libraries in the academic environment.

1. **Feasibility.** **What qualifications do you bring to this project? What have you done/will you do to prepare for this project? What is the time period, i.e. summer, summer and academic year, academic year only? Is the work’s scope commensurate with the time period of the project?**

As part of a transracial family formed through adoption, diversity has had a profound impact on my personal life. In order to broaden my understanding of diversity issues, especially related to race, I have read widely in matters regarding racial identity and development, white privilege and issues of race and diversity in higher education. I have also sought additional education opportunities, like participating in webinars about race and racism through the Applied Research Center (ARC).

My interest in diversity (racial and otherwise) has grown into a strong professional interest in recent years. I have pursued professional training through a series of webinars about diversity within libraries provided by the American Library Association’s (ALA) Office for Diversity. In fall 2012 I assumed a state-wide leadership role after being elected as a co-chair of the Minnesota Library Association’s Diversity and Outreach Round Table; current projects include investigating the diversity and outreach needs of Minnesota library workers. I have also sought ways of connecting with diverse student populations on our campus and offer weekly reference hours in the Diversity Center.

I have conducted survey research and most of my previous professional research projects involved some kind of survey research, often at the national level. These projects have culminated in several peer-reviewed articles.

In order to prepare for the project, I will continue conversations with local experts to pick their brains about diverse student needs, especially related to academic research and library use. I have made several useful contacts though my work with the Diversity and Outreach Round Table and am planning a few field trips this spring to see how local libraries are pursuing diversity initiatives in anticipation of my research trip to Duluth in fall 2012. I will continue to survey the academic literature to monitor the latest research being done on the topic. I will do the bulk of my reading in summer and fall of 2012 to further immerse myself in the conversation surrounding diversity in academic libraries. I will develop and administer the survey instrument in spring 2013. I am confident the work will be easily accomplished during the proposed timeline.

Time period:

Summer & fall 2012 – read literature about libraries and diversity

Fall 2012 – Two day research trip to Duluth, MN

Spring 2013 – develop and administer survey to academic librarians across the country

After the completion of the grant period, I will continue to gather data, analyze and write up results.

1. **Project Design.** **This should include a specific description of the project design and activities, including location, staff, schedules or itineraries, and desired outcomes.**

I will use the grant funds to purchase books that have been recently published in the area of libraries and diversity (see attached list). While most of the books deal specifically with academic libraries, some are written from a public library point of view and others consider ways of conducting outreach to underserved populations, whether in an academic or public library setting. I hope to draw on some of the existing public library scholarship to illuminate techniques and attitudes that might impact academic libraries. I will also visit with librarians in Duluth, MN to explore the ways they address diversity within their unique context. I anticipate meeting with librarians from four or five institutions during a two-day research trip.

The readings and visits with area libraries will directly inform the survey of academic libraries. I will use SurveyMonkey to create and disseminate the survey in spring 2013, later analyzing results in SPSS. Grant funds will also pay for a SurveyMonkey subscription. I anticipate that activities related to the grant will occur primarily in St. Peter, with the exception of the research trip to Duluth.

My desired outcome is to understand the reasons why academic libraries do or do not embrace diversity, as well as how diversity is addressed. I further wish to explore the impact libraries believe diversity initiatives have on their users as well as on their own evolving roles. I am interested in how academic libraries understand and articulate the importance of diversity to their community. In addition to using this scholarship to formulate a national survey, I anticipate gaining many ideas for fostering and supporting diversity within our own library.

Thank you for considering my application.

List of Titles

**Academic Librarianship by Design: A Blended Librarian’s Guide to the Tools and Techniques** Steven J. Bell and John D. Shank. $57.00

**The Academic Library and the Net Gen Student: Making the Connections**. Susan Gibbons. $55.00

**Achieving Diversity: A How-to-do-it Manual for Librarians.** Barbara I. Dewey. $80.00

**Advocacy, Outreach and the Nation’s Academic Libraries: A Call for Action.** William C. Welburn, Janice Welburn and Beth McNeil, eds. $40.00.

**¡Bienvenidos! ¡Welcome!: A Handy Resource Guide for Marketing Your Library to Latinos**. Susannah Mississippi Byrd. $27.00.

**Bite-Sized Marketing: Realistic Solutions for the Overworked Librarian**. Nancy Dowd, Mary Evangeliste, and Jonathan Silberman. $56.00.

**Building a Buzz: Libraries & Word-of-Mouth Marketing**. Peggy Barber and Linda Wallace. $45.00

**College Libraries and Student Culture: What We Now Know.** Lynda M. Duke and Andrew D. Asher, eds. $60.00

**Creating the Customer-Driven Library: Building on the Bookstore Model**. Jeanette Woodward. $52.00

**Diversity Now: People, Collections, and Services in Academic Libraries**. Teresa Neely and Kuang-Hwei Lee-Smeltzer. $60.00

**Diversity Programming and Outreach for Academic Libraries.** Kathleen Hanna, Mindy M. Cooper and Robin A. Crumrin. $85.00

**The Expert Library: Staffing, Sustaining and Advancing the Academic Library in the 21st Century**. Scott Walter and Karen Williams, eds. $48.00

**Inside, Outside, and Online: Building Your Library Community**. Chrystie Hill. $56.00

**International Students and Academic Libraries: Initiatives for Success**. Pamela A. Jackson and Patrick Sullivan, ets. $44.00

**Librarians as Community Partners: An Outreach Handbook.** Carol Smallwood, ed. $64.00.

**Librarians Serving Diverse Populations: Challenges & Opportunities.** Lori Mester. $54.00

**Library Services to Indigenous Populations: Viewpoints and Resources**. Kelly Webster, ed. $23.00.

**Marketing Today’s Academic Library: A Bold New Approach to Communicating with Students** Brian Mathews. $56.00

**Urban Teens in the Library: Research and Practice**. Denise E. Agosto and Sandra Hughes-Hassell, eds. $60.00

**Venture into Cultures, Second Edition: A Resource Book of Multicultural Materials & Programs.** Olga R. Kuharets. $46.00.