

## **Building a Balanced Collection**

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### **Author Note**

The information in this document is hypothetical and for personal learning purposes only. The item counts in this document were determined by the Queens Public Library online catalog limits and does not reflect actual collection numbers.



# QUEENS PUBLIC LIBRARY

Flushing Diversity Audit  
Action Plan 2024

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## Objectives

New growth in the Queens borough, notably in the Flushing neighborhood, prompted Flushing librarians to conduct a community needs assessment. Based on the responses and feedback of the assessment, the resolution to audit sections of the Flushing libraries' collections is necessary to continue cultivating personal and intellectual growth and build a strong community; resident and staff suggestions brought attention to the Chinese, Hindi, Korean, Russian, and Spanish language collections.

The proposed diversity audit will focus on the adult and all ages categories of print books, ebooks, audiobooks, and audiovisual items within the East Flushing, Flushing, McGoldrick, Mitchell-Linden, and Queensboro Hill locations. Ethnicity, language, creed, sexual orientation, disability, and subject of materials will be analyzed to ensure representation of identities and to address any gaps in the collection.

## Logistics

With help from library support staff, two librarians at each of the Flushing neighborhood's five branches will supervise and accumulate data from the 20,627 identified items (see Appendix A). If at least three members of library support staff from each library help their librarians, it is estimated the audit may be completed within two to three months if each participating member profiles between 35 and 23 items every work day.

## Metrics

Each item will be analyzed via the MARC record and independent research (as necessary) for: author ethnicity, language, character/work ethnicity, disability, sexual orientation, disability, creed, and author ethnicity. A Microsoft Excel workbook (see Appendix B) will be used to encode the characteristics as follows:

- Call number
- Title of work
- Author - Last name, first name initial
- Author ethnicity
  - A - Asian
  - B - Black
  - H - Hispanic
  - O - Other
  - T - Two or more races
  - W - White
- Language
  - C - Chinese
  - HN - Hindi
  - K - Korean
  - R - Russian
  - S - Spanish
- Ethnicity of character/work
  - AS - Asian
  - BL - Black
  - HI - Hispanic
  - OT - Other
  - TW - Two or more races
  - WH - White
- Sexual orientation
  - BI - Bisexual
  - GL - Gay/lesbian
  - HE - Heterosexual
  - OO - Other
- Disability
  - CA - Cancer
  - HR - Hearing
  - IN - Intellectual
  - M - Mood disorder
  - MU - Musculoskeletal
  - NE - Nervous system
  - NO - None
  - OD - Other
  - P - Psychotic
  - V - Visual
- Creed
  - BU - Buddhism
  - CR - Christianity
  - HU - Hinduism
  - I - Islam
  - N - None
  - OR - Other
  - TA - Taoism
- Subjects

## Procedures

In SirsiDynix Symphony Workflows, reports that specify language and collection location will be generated and may be printed out for employees to consult and reduce redundancy of labor. The Excel workbook will be made available to all participants of the audit to edit at their own pace.

Using the Analyze Data tool in Excel, summaries and relationships between variables can be visualized and will be compared to statistics on diversity (see Appendix C). Depending on the results of the audit, future purchasing efforts will be made to have each language collection match national and local statistics of sexual orientation, disability, and creed; have a greater representation of ethnicities of characters and authors throughout; and consider the community needs assessment responses to increase fiction and audiovisual options of the audited language collections.

As well, the Excel workbook entries of work titles and/or author will be cross-referenced to major literary works and modern authors from around the world to ensure representation of culture and identities. A separate Excel workbook will be created to list any and all desired titles and/or authors that are deemed necessary assets to the library's collection. These works may be determined by regarding winners and nominees of:

- Nobel Prize in Literature
- Booker Prize Award
- Neustadt International Prize for Literature
- Lambda Literary Award
- The Barbillion Prize
- Mao Dun Literature Prize
- Lu Xun Literary Prize
- Naoki Sanjugo Prize
- Gunzo Prize for New Writers
- Yomiuri Prize for Literature
- Daesan Literary Awards
- Jnanpith Award
- Sahitya Akademi Fellowship
- National Bestseller Literary Prize (Russia)
- Yasnaya Polyana Literary Award
- Sor Juana Inés de la Cruz Prize
- Alfaguara Prize

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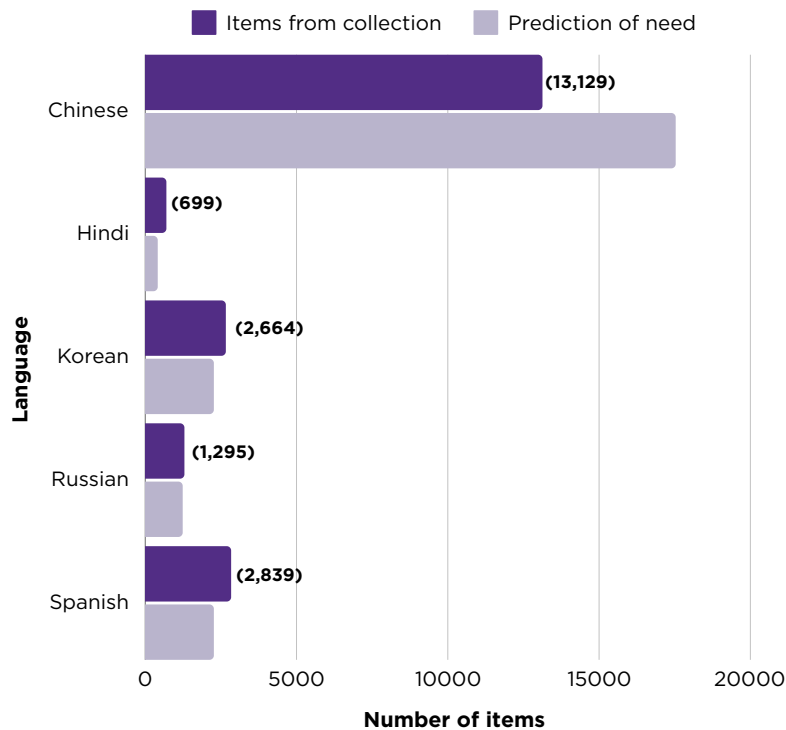
## Appendix A

### Flushing Libraries' Language Collection Items for Audit

#### Adult and All Ages Items from Flushing Branches by Language

	<b>Books (print)</b>	<b>eBooks</b>	<b>Audiobooks</b>	<b>DVDs/ BluRays</b>	<b>Total</b>
<b>Chinese</b>	1,440	4,704	114	6,871	<b>13,129</b>
<b>Hindi</b>	204	0	0	495	<b>699</b>
<b>Korean</b>	708	838	10	1,108	<b>2,664</b>
<b>Russian</b>	275	692	0	328	<b>1,295</b>
<b>Spanish</b>	384	1,622	21	812	<b>2,839</b>

#### Comparison of Current Library Items to Prediction of Need



Note: From the community needs assessment, the five languages were summed and made into percentages. The percentages were then put into the counted library items (with respect to each language) to propose a prediction of need.



## Appendix B

### Excel

Workbook[illegible]

## Analyze Data Tool

Analyze Data

X

Which fields interest you the most?

Include fields

Summarize value by

☒ (Select All)

☒ Call # Not a value ▼

☒ Title Not a value ▼

☒ Author (Last name, first initial) Not a value ▼

☒ Author Ethnicity Not a value ▼

☒ Language Not a value ▼

☒ Ethnicity of Character/Work Not a value ▼

☒ Sexual Orientation Not a value ▼

☒ Disability Not a value ▼

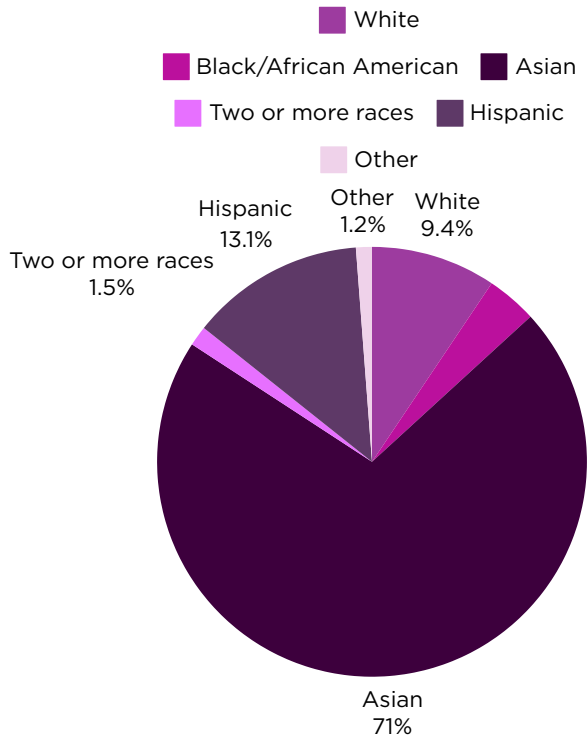
☒ Creed Not a value ▼

☒ Subject Not a value ▼

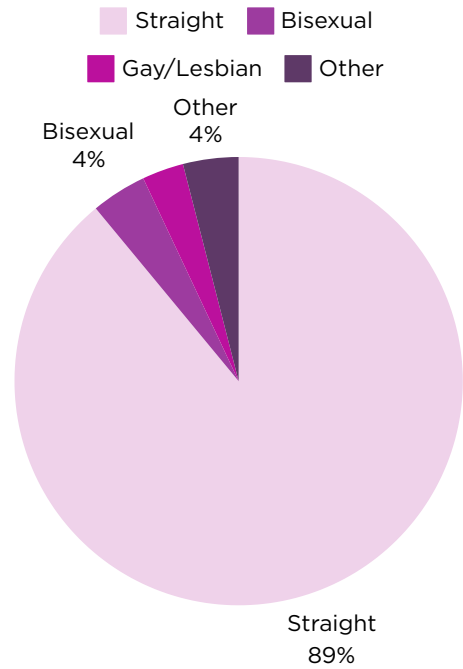
## Appendix C

### Diversity Statistics

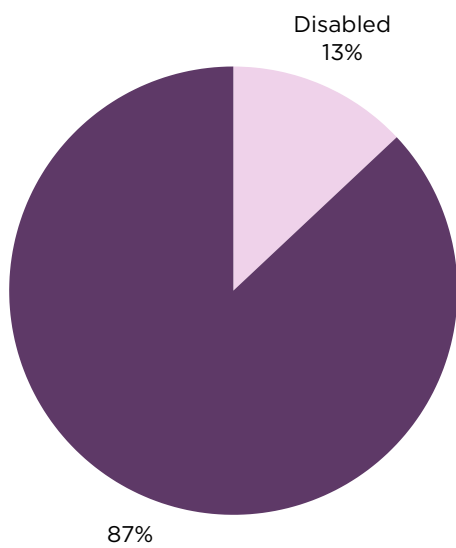
Ethnicity/Race in Flushing



Sexual Orientation in United States



Reported Disability in United States



Religious Affiliation in United States

