



APPROVED MINUTES

PROFESSIONAL COMMITTEE MEETING

Friday 23 August 2019, 09:00-11:00, in room MC2

Megaron Athens International Conference Centre, Athens Greece

Present: Raissa Teodori (Chair, Professional Committee), Vicki McDonald (Chair Division I), Ann Okerson (Chair Division II), Maja Žumer (Chair Division III), Antonia Arahova (Chair Division IV), Sueli Mara Soares Pinto Ferreira (Chair Division V) Martyn Wade (Chair, Freedom of Access to Information and Freedom of Expression (FAIFE), Knud Schulz (member), and Christine Mackenzie (President-elect).

Staff: Helen Mandl (Deputy Secretary General and Director, Member Services); Claire McGuire (Professional Support Officer)

Welcome and apologies

Apologies were received from Viviana Quiñones (member).

1. General Business

1.1 Approval of Agenda

Due to the need to discuss business concerning WLIC 2020, 2021 and 2023, the item *Future Congresses* was added as agenda point 4.0. This replaces the agenda point 6.2 *WLIC 2020 Satellite Meetings* in the original agenda.

The agenda is approved.

1.2 Minutes of previous meeting 10 April 2019

The minutes were approved.

1.3 Action list from previous meeting

The Professional Support Officer gave an overview of the work that has been completed following the April 2019 meeting of the Professional Committee and spoke to the work that is ongoing. The focus of this work has been action planning, introducing the new IFLA strategy and the Professional Units Action Planning Workshop.

Outcome:

HQ will make a list of actions from all previous meetings to share with the Professional Committee to ensure all decisions for actions are being followed up on.

2. Professional Programme Development Plan: implementation

2.0 Division Reports (All Division Chairs)

Division I

The Chair reports she has received good feedback on using the new Action Plan Template. She also received positive feedback on the push to start planning earlier, so Standing Committees come to WLIC prepared. Zoom conferences continue to be a good method to keep in contact, despite mixed reception on who is able to attend, as some workplaces don't allow Zoom. It was mentioned that it is possible to use one's mobile phone to join a Zoom call instead of connecting online, which may be a solution.

Division II

The chair reports that the Action Planning Workshop in June was fantastic and gave her Sections a good basis to begin work on their Action Plans. She was surprised to find that despite the Workshop and resources, it was still difficult for some Standing Committee members to grasp the concept of Focus Areas, although she felt the video produced by HQ was helpful.

She reports that there is anxiety within her Sections over the upcoming structural and governance review, which was causing uncertainty in the Action Planning Process. It was noted that this is a legitimate concern, although picking at least one good activity to focus work on during the coming year should help those Units who are concerned for their future.

Division III

The Chair reports that her Units like the new Action Plan Template. The new Template helps focus their ideas. Her units struggled with identifying Focus Areas, and she only received four to review before the Congress. Some also reportedly had trouble identifying key initiatives and completing the portion on measurement and impact.

The chair reports that the timing was difficult for this process, as the months of June-August are used by many as holiday time, it was difficult to organize Zoom meetings. There is concern in this Division as well over the Structural review, as it is quite a homogeneous Division.

Division IV

The Chair reports that she is satisfied with her Section's participation in Zoom calls over the months of June-July concerning Action Planning. Feedback in her Section was positive over the structure of the new Action Plan Template. She was unsure if she should encourage her Sections to plan more activities. Other Professional Committee members made the point that fewer, stronger activities was preferable over quantity.

Division V

The Chair reports her Units were happy with the Action Planning Workshop but struggled with the time-frame. She also noted there was a struggle with the frequently changes to the Action Planning Template over the past years, which requires them to keep relearning the process.

2.1 Objective 1: improve the quality and impact of work

2.1.1 SIG reviews

Five SIGs were reviewed in 2019. After considering reports from each corresponding Section Chair, recommendations from the Division Chairs, and desktop research into web-presence and communication carried out by HQ, a decision was made for each. The decision was communicated to the relevant Convenors, Section and Division Chairs following the meeting.

Outcomes:

- **National Information and Library Policy SIG:** The Professional Committee closes this SIG. The Professional Committee formally acknowledges the dedication and work carried out by its Convenor and team.
- **Religions: Libraries and Dialogue:** The Professional Committee grants a 12-month extension. However, the Division Chair notes she did not receive an Action Plan from its sponsoring Section. Both the Section and SIG will need to be followed up with in order to justify their continuation.
- **Linked Data:** The Professional Committee closes this SIG, noting that it never fully operated as a SIG, but more as a discussion forum. They note that the incoming Professional Committee should discuss a new way to organize moderated discussion forums on a specific topic that do not necessarily function as a SIG.
- **Big Data:** The Professional Committee allows this group to continue as a SIG. They are invited to submit a proposal to change their name and review their terms of reference, as the Convenor feels their perspective is broader than their name suggests.
- **ATINA:** The Professional Committee grants a 12-month extension. The committee notes that they are doing good work, and that their participation in WLIC gives an important space for this topic. The committee notes that it would be helpful to understand what this group hopes to achieve beyond organizing conference sessions.

2.1.2 Professional Resolution on Open Data Update

HQ gave an update on IFLA's work towards determining what data can be made available and providing open access to this data. It was noted that as IFLA is not publicly funded, there is no requirement to make its data openly available. However, IFLA wishes to do so, insofar as GDPR restrictions and privacy regulations allow.

HQ noted work that has been done towards making data available so far. The Global Vision data and Idea Store ideas have been made available to download in a report form, as has the Library Map of the World data.

A policy paper will be drafted to be reviewed at the December Professional Committee meeting. The Professional Committee noted several issues for HQ to keep in mind while drafting this policy. They felt IFLA should consider including a commitment to ensure all data collected will not disappear but will be preserved and curated. The question of the data

collected by the Professional Units, such as survey results, was raised. This could lead to the need for an IFLA data repository to curate this type of data. Finally, they noted that as this policy paper is a principles document, the question will be raised of whether this data should be divided by type. HQ replied that this is a question of capacity, cost and priorities.

Outcome:

HQ will draft a policy paper on Open Data to be reviewed at the December Professional Committee meeting. They will take Professional Committee feedback raised at this meeting into account while drafting the principles of this document.

2.2 Objective 2: Strengthen communications between all stakeholders

2.2.1 Unit Action Planning Update

2.2.1.1 Notes from Unit Action Planning Workshop, 12-13 June

HQ gave an update of changes to the Action Planning process and template, as well as feedback from the Unit Action Planning Workshop.

The outgoing Professional Committee suggests that the incoming Professional Committee encourages synergies and opportunities for collaboration. They also suggest the contents of the paper summarizing changes to the Unit Action Plan Template would be helpful to add to Officers Corner.

There is an agreement that the Professional Committee and HQ needs to define the lifecycle of the Action Planning Process as an ongoing, year-long process. This includes the Annual Report as well, as the reporting will need to be included in this lifecycle. It is also noted that instruction for handing over and deadlines in election years will need to be put in place.

Outcomes:

- HQ will share the contents of the paper *PC 19-08-2.2.1 Unit Action Planning Update* on Officers Corner.
- HQ will work with the Professional Committee on clarifying the lifecycle of the Action Planning Process as a year-long cycle which includes both planning and reporting. This should include provisions for changes to the timeline or instructions during an election year.

2.2.2 IFLA publishing activities report

HQ reported that following the call for expressions of interest for the role of IFLA Journal editor, Steve Witt is recommended for re-appointment. There was a call for expressions of interest for new members of the editorial committee, with the goal of appointing regional committee members. A Malaysian representative and Egyptian representative were appointed, but the editorial committee was unable to appoint a member for the Latin America and the Caribbean region. They have asked for more time, to approach contacts from that region to reach good quality candidates.

The IFLA Journal editor reported that the Journal is moving up in rankings, with an increase in submissions and interest in specialist topics. There have been some delays due to fewer reviewers, but it is the hope that the new editors will help.

The IFLA Publications Series editor reports that Peter Lor's book, *International and Comparative Librarianship: Concepts and Methods for Global Studies* has been published in the last quarter. The Professional Committee was asked to endorse a proposal for a book on robots in libraries, as automation and use of robots in libraries is an area of interest. The Professional Committee endorsed this publication, with the suggestion of changing the working title to use the term *robotics* instead of *robots*.

Outcome:

The Professional Committee endorses the proposal for an IFLA Publication Series publication on Robotics in Libraries, with the suggestion to not use the word *robots* in the title.

2.3 Objective 3: Support full engagement of committee members and develop leadership

2.3.1 Induction materials for incoming SC members and Officers

HQ reported on the various induction materials, WLIC sessions and documents available for incoming Officers. The Professional Committee noted that the Public Libraries Induction Materials have been adapted for general use and should be shared among new officers. The outgoing Professional Committee notes there are several suggestions for improvements in induction materials, including the creation of a Standing Committee code of ethics, that the incoming committee should continue.

Outcomes:

- HQ will share induction materials with incoming Officers.
- HQ will compile all past suggestions for induction materials that have not yet been carried out in a list of actions for the new Professional Committee to consider.

2.3.2* CPDWL Coaching Programme Update

Catharina Isberg, outgoing secretary of the Continued Professional Development and Workplace Learning (CPDWL) Section, joined the meeting and reported on the second year of the Section's coaching initiative. The 2019 programme was a collaboration with the Management and Marketing Section and involved 30 coaches from across IFLA's Professional Units. The Sections used the IFLA-L mailing list to spread the call for coaches. The CPDWL Section stresses that this is a cross-IFLA initiative, not just within their Section, and this is the direction they would like to see the programme develop.

3. WLIC 2019

3.1 WLIC 2019 Professional support programme

The Professional Committee Chair and HQ reported on the programmes planned for WLIC 2019 relating to the Professional Units. These included the Officers Briefing, Division Forums, Officers Capacity Building Workshops, and the Session: Engage and Connect. Both incoming and outgoing Professional Committee members were asked to attend as many of these sessions as possible, and to help keep the conversation engaging and ongoing.

It was agreed that in the future, it would be good to ensure incoming officers in an election year can attend the Officers Briefing, therefore holding it after the first Business Meetings.

It was noted that the Engage and Connect Session was an experience in 2019, and the incoming Professional Committee will have to see how it goes and adjust for future iterations.

3.2 Professional Committee Speaker Grants

The outgoing Professional Committee made suggestions to the incoming Professional Committee based on issues they faced while reviewing nominations for the 2019 Speaker Grants. These included most notably, Standing Committee members asking for grants, and speakers asking for grants after they submitted papers.

It is suggested that the incoming Professional Committee discusses the process for reviewing submissions and clarifying the call for nominations to mitigate these issues. It is also a suggestion that Section Officers or the Standing Committee member responsible for the WLIC Session should check with all speakers to confirm they are able to travel and attend WLIC.

Outcome:

HQ will work with the incoming Professional Committee in the early stages of planning for WLIC 2020 to improve the process of offering Speaker Grants and ensuring that speakers are aware they must support their own attendance at WLIC.

3.3* Dynamic Unit and Impact Award (RT)

The Professional Committee noted the decision to award the Dynamic Unit and Impact Award to the Library Buildings and Equipment Section, as well as two special mentions:

- Knowledge Management: Special Mention for Communication and Advocacy
- Law Libraries: Special Mention for Partnership and Collaboration

3.4* Best Poster: 2019

The Professional Committee noted the make-up of the jury and the judging processes for the Best Poster Award 2019.

4. Business matters

4.0 Future Congresses

The agenda point 4.0: Future Congresses was added at the top of the meeting in order to discuss business pertaining to WLIC 2020, 2021 and 2023. This replaces agenda point 6.2 in the original agenda.

There were several points that the Professional Committee needed to discuss and come to a decision on in order to make a recommendation to the Governing Board.

WLIC 2020

This discussion follows the decision in April 2019 to allow the Professional Committee to define the area in which Satellite Meetings can be held on year-by-year basis.

The Professional Committee noted that library partners in the United Kingdom have expressed their willingness to support the WLIC 2020 Congress in Dublin. The Professional Committee makes a recommendation to the Governing Board to allow Satellite meetings to take place in Ireland or the United Kingdom including Northern Ireland.

WLIC 2021

As the Congress will be held in Rotterdam in 2021, the Professional Committee recommends that the Governing Board allow Satellite Meetings to take place in Luxembourg, Belgium and the Netherlands (the Benelux region).

Through both discussions regarding Satellite Meeting locations, there was concern expressed by some Professional Committee members that severely limiting the approved countries could limit Units' ability to organize a meeting if they did not have a member in those countries. However, this was also seen as a way to encourage Units to collaborate more, while also better demonstrating a link to the main Congress.

WLIC 2023

The Professional Committee was asked to make a recommendation to the Governing Board concerning bids that would be considered for WLIC 2023. Due to the Congress in Auckland being postponed to 2022, there will be three Congresses in a row held in Europe. It was acknowledged that there needs to be further review of the rotation process by the Governing Board in order to maintain balance between the regions.

A proposal was put forward that WLIC 2023 should have a call of interest worldwide except Europe and Oceania. This was not unanimously agreed, as one Committee member felt that this would prevent some regions from having a fair turn. In the end, a vote passed 7 to 1 in favour of this proposal.

Outcomes:

- The Professional Committee makes a recommendation to the Governing Board to allow Satellite meeting to take place in Ireland or the United Kingdom including Northern Ireland.
- Professional Committee recommends that the Governing Board allow Satellite Meetings to take place in Luxembourg, Belgium and the Netherlands (the Benelux region).
- The Professional Committee recommends that WLIC 2023 should have a call of interest worldwide excluding Europe and Oceania.

4.1 PC Funds 2019, 2nd Quarter report

HQ reported there are remaining funds and it is possible to allocate the remaining funds through the end of the year.

An issue of the Library Services to Multicultural Populations Section not receiving a response for their funding proposal was raised. This will be followed up on by HQ.

The Committee discussed the need for a stricter process when applying for funding, along with a reporting structure. This will be considered in the discussion over the lifecycle of the Action Plan.

Outcomes:

- HQ will follow up on the funding request from the Library Services to Multicultural Populations Section.
- HQ and the Professional Committee will develop a year-long timeline of the Action Plan lifecycle, including the planning, implementation, and reporting stages.

4.2 Handover to the incoming Professional Committee

HQ spoke to the objectives set by the Professional Committee 2017-2019, which were presented alongside the outcome towards achieving each objective. The outgoing Professional Committee noted major projects concerning the upcoming Governance and Structural Review that the incoming Professional Committee will oversee.

It was noted that the Professional Sub-Committee discussion paper on the IFLA professional structure review should be added to this list. This discussion paper should be considered by the incoming Professional Committee as part of the structural review. In addition, Christine Mackenzie completed a paper on WLIC feedback following the meeting of the Professional Committee in Barcelona in March 2018. This paper will also be made available to the incoming Professional Committee and Governing Board in order to inform the structural review.

Outcomes:

HQ will share the Professional Sub-Committee's discussion paper on the professional structure review, as well as the paper on the Congress feedback, with the incoming Professional Committee in order to inform their work during the structural review.

5. Procedural matters

5.1 Election Results

The Professional Committee noted that following two ties, both in the original and the second election, Sonia Poulin has become incoming chair of Division I after her name was drawn from a hat.

6. Any other business

6.1 Namespaces Update

HQ updated the Professional Committee on how work is proceeding in the Namespaces project. Following funding approval at WLIC 2018, there were delays in signing the contract with a

service provider. HQ reports that the contract with service provider MMA has been signed in August 2019. Work will begin in early October, with the infrastructure in place by January. Testing will run through May 2020, at which point the Namespaces project should be fully functional. At that point, an ongoing contract with the service provider is planned to be put into place. The Linked Data Technical Sub-Committee will guide this process.