



Approved Minutes
Professional Committee Meeting
Friday, 20 August 2021, 9:00-11:00 CEST
Teleconference

Present: Vicki McDonald (Chair, Professional Committee), Jan Richards (Chair Division I), Helen Vincent (Chair Division II), Adjoa Boateng (Chair Division III), Catharina Isberg (Chair Division IV), Sanjay Kumar Bihani (Chair Division V), Minna von Zansen (GB member), Ellen Tise, (Chair, Freedom of Access to Information and Freedom of Expression (FAIFE)), Martyn Wade (Chair, Copyright and Other Legal Matters (CLM)) Barbara Lison (President-elect).

Staff: Gerald Leitner, (Secretary General) Helen Mandl (Deputy Secretary General and Director, Member Services), Megan Price (Professional Support Officer).

Apologies: Ai Cheng Tay (GB member)

Welcome and Apologies

1.0 General Business

1.1 Approval of agenda

Resolution: The Agenda was approved

1.2 Minutes of previous meeting 8 June 2021

Resolution: The minutes were approved.

1.3 Actions from previous meetings

An overview of the work that had been completed following the June 2021 meeting of the Professional Committee was provided, along with a status update of ongoing work. New items were added to the list.

Resolution: The list will be passed to the 2021-23 Professional Council.

2.0 Professional Programme Development Plan

2.1 *Objective 1: Align work of the Professional Units with the IFLA strategy*

2.1.1 *Professional Unit Updates

An update on Units + IFLA Strategy coverage, Professional Unit Virtual Events, and Standing Committee changes was provided. The Chair noted the high attendance at some of the Professional Unit events, demonstrating a high level of engagement with the work across the Sections.

2.1.2 SIG Reviews

Three Special Interest Groups (SIGs) were reviewed in 2021: Library Publishing; Digital Humanities & Digital Scholarship; Evidence for Global Disaster Health.

Resolutions:

The following review outcomes were confirmed:

1. Library Publishing – Continue to 2023 for periodic review
2. Digital Humanities & Digital Scholarship – Continue to 2024 and apply for Section status
3. Evidence for Global Disaster Health – Continue to 2023 for periodic review

Actions:

1. The Professional Support Officer will notify the SIGs of the outcome of the reviews.
2. It will be noted that according to the new Rules of Procedure, where it is not the intention that SIGs continue indefinitely, SIGs will have one more term before taking action to close or convert

2.2 Objective 2: Lead the IFLA Professional Units Governance Review

2.2.1 Elections & transition planning update

Officer elections were held, and the results communicated to Sections. For future Officer elections, Sections will be consulted for feedback, pros and cons for process.

A series of three PC Welcome Roundtables were held during the last week of June 2021. The roundtables focused on welcoming new Standing Committee members to the structure of IFLA and provided space for questions and discussion.

To complete the transition, still to be determined are the following, which will be addressed in the coming weeks:

- Formation of SIGs; appointment of Convenor
- Formation of Review Groups, appointment of Chair
- Onboarding training offerings for Units
- Business Meeting II
- 2020-21 Annual Report
- 2021-23 Action Plans

The Committee noted the report.

Actions:

1. Consideration of the needs of incoming Officers will be considered and supported as part of the next election cycle's transition plan.

2.3 Objective 3: Strengthen the communication and collaboration between all stakeholders

2.3.1 *Publishing Update

An update on the status of Unit-driven publications and standards materials and IFLA Journal data and the IFLA Publications Series were provided to the Committee.

The IFLA Journal editorial committee held a series of four virtual events that took place across different time zones. These events were on the "How to Get Published" theme that the journal presents during the traditional face-to-face congress. Each of the sessions focused on a different region and

included presentations from editorial committee representatives from the region and IFLA Journal authors. The aim of the sessions was to provide practical advice regarding how to prepare research for academic publication and navigate the peer review process.

Despite the disruptions caused by the COVID-19 pandemic, IFLA Journal maintained its publishing schedule and continued to build upon successes of the past several years. As reported in April, the Journal increased submissions during the pandemic while continuing to develop new special issues with IFLA sections. The first title in the IFLA Publication Series to be published as open access is now out. This is *New Libraries in Old Buildings — Creative Reuse*.

The Committee noted the report.

2.3.2 Division reports (Division Chairs)

The Division Chairs provided their final overviews of their Divisions' recent work and Division-level meetings. The general trend of comments were related to the website, Standing Committee elections, and WLIC preparations.

Action:

1. The process for providing certificates for Standing Committee service will be communicated to Officers.

2.4 Objective 4: Develop the congress as a professional experience and international forum

2.4.1 WLIC 2021 Update

Preparations for IFLA's first virtual congress have been well supported by the professional units. Instructions were sent out in early July on how the pre-recording of sessions would occur. Some chose to record themselves, others took advantage of making appointments with Delegate Connect to assist with the recording. Delegate Connect have proved to be very flexible in fitting with the needs of speakers in different time zones and often recording speakers separately and stitching together the recordings.

Speakers have in general been well prepared and with previous Zoom experience, recordings have gone smoothly. Other Units will have live sessions and are ready for these. Only one or two have not been in communication or have left matters to the last minute.

Most Units are utilising the zoom discussion rooms to hold a live Q&A session after their session is streamed. Moderators will lead these discussions with Delegate Connect providing technical support if required.

With the programme becoming available, Units have been able to add their own descriptions of their sessions, often updated since the material received originally by the Conference Working Group. This has resulted in a full programme, providing more information on which delegates can select their viewing. Once sessions have streamed, they will appear in the e-library within 24 hours or sooner for those who may have missed them.

18 Units requested free registrations for a total of 36 speakers from outside the library field. These have been provided.

After contacting poster presenters who were originally selected for 2020, we now have 57 poster presenters attending and registered. Delegates will be reminded regularly during the conference to visit the poster exhibition and the industry exhibition.

CPDWL had a very good response to their call for delegates to organise coaching sessions. Applications they received were checked by IFLA HQ staff to ensure that this was a benefit for registered delegates. They have sessions organised for the week before and after the conference.

The Committee noted the report.

Action:

1. Conference attendance certificates will be sent to all delegates.

3.0 Business matters

3.1 *PC Funds Update

An update on 3rd Quarter PC funds was provided.

The committee noted the report.

4.0 Procedural matters

4.1 2021-2023 Unit Reporting

- 4.1.1 Annex 1 – Draft 2021-23 Action plan
- 4.1.2 Annex 2 – Draft 2021-23 Annual report

After observation of the processes for receiving plans and reports from the Professional Units, the Professional Support Officer is suggesting an online form for future years in which information is captured more easily and is available to the Unit and to the Division Committee Chair at any time. This Professional Committee commented on the process and form based on their experience of Unit work.

The Committee noted the report.

Actions:

1. The reporting forms will be discussed at the first meeting of the Professional Council and shared with the Professional Units
2. The PSO will explore possibilities to tag and cross-reference projects to facilitate collaboration
3. The PSO will work with the Chair of Division F to confirm accessibility of the reporting forms.
4. The PSO will pilot the form with a few Units for feedback and adjustment prior to final release.

4.2 Professional Committee Handover

A handover document is provided as a transition support from the outgoing 2019-2021 Professional Committee to the 2021-2023 Professional Council. This handover document provides detail and description of the work undertaken and achieved by the 2019-2021 IFLA Professional Committee during their term and offers suggestions for items to be considered by the incoming Council.

The Committee noted the report.

Actions:

1. The Professional Committee Chair will finalise the document and share it with the incoming Professional Council Chair.
2. The finalized document will be shared with the incoming 2021-23 Professional Council.

5.0 Other business

5.1 Update on 2019-2021 Officer Recognition

At the June 2021 meeting, the Professional Committee discussed options for recognition of the Officers for 2019-2021 given that there would not be an Officer's Reception as per the physical conference.

A slide show has been created with a recording of Christine Mackenzie delivering words of thanks, followed by slides including the names of the Section Standing Committee Chairs, Secretaries, and Information Coordinators, SIG Convenors and the Chairs of the Advisory Committees and Review Groups.

This will be shown at a number of points before sessions each day of the conference and added to the e-library.

The Committee noted the report.

Proposed 2021 dates

- 23 August 2021, 07:00-9:00 CEST, Teleconference - August Governing Board Meeting