**IFLA Section**
**Continuing Professional Development**
**and Workplace Learning**

# Meeting Minutes of CPDWL Standing Committee
# Mid-year meeting
# Online (Zoom),  8 February, 2022

**Date:**        **Tuesday, 8 February 2022, 14.00-15.30 CEST (UTC+1)**

**Via Zoom:**        https://us06web.zoom.us/j/81338472134?pwd=SGhicXFKU2FOc2ZRcGxPS3lvc3k3UT09

**Participants**:

**SC members:** Claudiane Weber, Raymond Pun, Edward Junhao Lim, Ulrike Lang, Daria Beliakova, Heba Ismail, Mitsuhiro Oda, Carmen Ka Man Lei, Rajen Munoo, Ivana Todorovic, Nyakundi James Nyambane, Tina Haglund, Jarkko Rikkilä, Alan Brine, Mantra Roy, Gillian Hallam, Almuth Gastinger

**Advisory group members:** Anne Letho**,** Juanita Jara de Sumar, Loida Garcia-Febo, Svetlana Gorokhova, Matilde Fontanin, Maria Micle

1. **Welcome and approval of agenda**
Ulrike (SC chair) welcomed everybody.
CPDWL officers (Ulrike, Alan, Edward, Almuth) introduced themselves shortly. Other standing committee (SC) members and advisory group members introduced themselves in the chat.
Apologies were received from:
    SC members: Kok Eng Lim (resigned from CPDWL SC two days after the meeting)
    Advisory group members: Catharina Isberg, Monica Ertel, Sandy Hirsh
No information or apology from SC members Constance Lehro Koui and Chinwe Anunobi.
Three observers were registered, and two of them showed up:
Lars Leon from the University of Kansas (USA) and Priscilla Pun from the ENSULIB section.

The agenda was approved.

**2. WLIC 2022 in Dublin (Ireland)**
IFLA announced the following: "IFLA is excited to announce it will hold the 87th IFLA World Library and Information Congress in person, in Dublin, Ireland."
The dates are 26-29 July 2022. So, it looks like there is no virtual part planned. Several members think that is not a good decision, since it will exclude a lot of librarians and IFLA members around the world. We need to ask whether that also applies for the SC business meeting. The pandemic is not over, and

that means that not everybody will be able to attend in person. So, we need to make sure all SC members can participate at least in the business meeting, either in person or online.

The deadline for submitting session proposals for the WLIC is 7 March. Information from the Headquarter (HQ), including the guidelines for these proposals, was sent by Edward via email to the IFLA CPDWL listserv on 3 February (4 February for some of us).
Several officers replied to HQ that the demands cannot be fulfilled (like names of speakers/presenters) because many do not know yet whether they will be able to travel. HQ replied that speaker's names can be added later on if they are not available within the proposal deadline.

## 3. Reports on projects and working groups

### 3a. CPDWL Guidelines

The working group met online in October 2021 and January 2022. As the content of the existing Guidelines is still very relevant, there is no need to change them. It was also important to ensure that the value of the translation work of the Guidelines that has already been completed continues to be recognised. The focus is therefore on updating the Guidelines to present the best practices in relation to online learning, as viewed through the lens of the different stakeholder groups (Learner, Employer, Professional Association, LIS Educators and LIS Training Providers). At the moment, an extensive range of national and international resources for virtual CPD practices/strategies are being reviewed. The most relevant of those will be compiled and then added to our guidelines. The goal is to complete the major tasks by July 2022.

Question: Do we need more translations now? Answer: Not now, but when we have extended our guidelines.

Question: Is there a need for more participants in the working group? Answer: There are already many who have this task ticked off in the CPDWL responsibility list (Alan, Gill, Catharina, Chinwe, Daria, Ivana, Juanita, Maria, Matilde, Mitsuhiro, Sandy). Please, remember to be active in this group!

### 3b. Coaching initiative

The working group meets regularly. Virtual and f2f coaching is intended to be offered in 2022. HQ will give money for the Scheduling tool. See the CPDWL newsletter for details. New podcast is planned, as well as the design of a logo (Sara Ulloa will come up with a proposal).

### 3c. Webinars

We have been organising webinars for 10 years. We still have a collaboration with the New Professionals (NPSIG) under the theme "New Librarians Global Connection: best practices, models and recommendations" which is the theme used for the series with the NPSIG and it also has a logo. In the last years, CPDWL also has organised its "own" webinars (by itself without the NPSIG).

There are ideas for new webinars. There is nobody leading the working group at the moment, so a new leader is very much needed! In our responsibility list we have Carmen, Claudiane, Edward, Gill, Jarkko, Loida, Nyakundi, Rajen, Ray who have this task ticked off. Hopefully one of you can take the lead.

### 3d. Idea House

The idea was/is to create a toolkit/platform where people can come up with an idea / a challenge that can be discussed. The term "morning academies" was mentioned as well. Nobody has taken the lead for this working group, so it's on hold at the moment.

### 3e. Infodemic

Infodemic is a hot topic these days. Matilde is leading this group. Rajen and Constance are members of the group, too, according to the topics/groups they ticked off from the list of responsibilities. Alan is contributing as well. A collaboration with other sections/SIGs (i.e. the Evidence for Global and Disaster Health Special Interest Group) would be a good idea. Initial contacts have been made, but nothing certain so far. It is not realistic to have a proposal for a session at the WLIC 2022 ready within the deadline 7 March. A webinar in 2022 is more realistic, in addition to posts on our blog and Facebook page. We might be able to organise a session for the WLIC in 2023.

### 3f. Knowledge Café

CPDWL collaborates with the KM section. Daria is our contact person. Daria explained the concept of the Knowledge Café to new SC members. The intent is to have a session at the WLIC in Dublin. Since KM will have its own session there (and will use its dedicated hours for that) we need to decide whether we want to give our hours for the Knowledge Café session. SC members are positive. There will probably be a meeting with KM members soon.

After our business meeting: Daria talked to a contact person from the KM section, and they are willing to spend one hour from their allocated hours. That means, with one hour from CPDWL and one hour from KM we can ask for a two hours session at the WLIC in Dublin.

### 3g. E-learning courses

Heba has had the idea and then developed an e-training course on innovation for librarians worldwide. This e-training programme will be conducted in partnership with the Arab Federation for Libraries and Information (AFLI) & our section Continuing Professional Development and workplace learning (CPDWL).

The course objectives are:

1. Develop outstanding future innovative librarians in public libraries worldwide, which will improve the standards and services of public libraries.
2. Reaching out to librarians worldwide and connecting them through e-training courses.

The application for this course was released a week before our meeting and has got 9 applicants so far. Heba needs help to promote this course, so everybody should forward the announcements on national lists.
If other SC members want to join Heba and help with this work, they are very welcome. Please let Heba know by email.

### 3h. CPDWL award

Heba has suggested to explore whether CPDWL could have an award for the best practices in libraries for Continuing Professional Development. Heba also contacted the Management&Marketing (M&M) section because they have the M&M award.

This idea was discussed in our section the last time in 2019-2020, but it was decided to fold the idea due to other priorities and commitments. It is a lot of work to design a rubric and for the evaluation process. However, we now have good information from M&M that Edward has transformed onto a Trello board.

So, we have an overview of what needs to be done, and who would like to help with anything. See: https://trello.com/invite/b/ESGmDBCh/e2d8628b52f74440b1f8e84ac2c78f1f/cpdwl-award

Mantra and Heba will hold a meeting via WhatsApp soon to discuss the procedures in going forward with the steps. SC members who want to join them on this, please contact Heba or the SC officers.

### 4. Newsletter, social media and website

**Newsletter:** Our newest newsletter was published in January. Alan collaborated very well with Sara. See: https://repository.ifla.org/bitstream/123456789/1859/1/cpdwl-newsletter-january2022.pdf  The next newsletter is planned for June 2022, that means before the WLIC in Dublin.

**IFLA website:** Edward talked about the new IFLA website. Lots of files and pages had to be moved. There are still errors/bugs. If you find anything that is wrong, please let Edward know.

**CPDWL project page:** Edward has been working on the new page that presents our projects. That is work in progress. Please, have a look at it and send comments/opinions to Edward or the other officers. https://www.ifla.org/g/cpdwl/projects/

**Facebook:** Regular posts by SC or section members or other professionals. If you as Administrator discover spam posts, please delete them.

**CPDWL blog:** Regular posts on our blog in 2021. The name list for 2022 is more or less filled up, but only nine SC members out of 19 have put their name there. So, there are several months available for a second person to post. Carmen has sent out the link to the list via email twice. Please, choose a month and write your name there. **Each SC member has to add her/his name at least once in 2022.** Each person (or people) who signed up will take the lead in posting at least one blog post to the CPDWL blog and at least one Facebook post to the CPDWL Facebook in that month. You can certainly post more than that – but it would be great to have at least one. If you have problems or question, contact our information officer Edward Lim.

### 5.  Collaboration with other sections

**Library Carpentry:** There is a collaboration with the Science and Technology Libraries Section and the Information Technology Section. Edward is our contact person. It is planned to have a library carpentry workshop at a satellite meeting before the WLIC 2022.

**Indigenous matters**: Carmen is our contact person. An initial contact was made with the Indigenous Matters Section, but we still wait for a reply. We hope there will be a meeting soon in order to discuss a possible collaboration.

**Library Theory and Research (LTR):** Carmen and Maria (she is member of the LTR SC) have arranged a meeting with the LTR Section on the 18$^{th}$ of February. Possible topics for collaboration will be discussed.

### 6.  Breakout room for discussions in smaller groups

We had four breakout rooms and the officers took notes in each of the room. **Topics to discuss**: 1. Results of meet up sessions and how to continue. 2. Communication in CPDWL; what is missing, what can be better, how can all SC members get involved, and what will help us to stay strong? 3. Discussion of our projects.

**Feedback from the breakout rooms**:
1. group:
- Some newcomers would like to do more work and get more involved, but it is still a bit unclear what exactly they can or need to do. There is a need for more clarification for newcomers.

- Physical discussion work much better.
- Leadership of working groups is very important! Group chairs need to involve not so active members more.
- Language concerns. Not everybody is fluent in English. Should instructions be translated? -> SC members themselves have to ask for clarification of things are not clear.
- Cultures are different and thus the feeling of responsibilities.

2. group:
- Clarity in the responsibilities & duties of a CPDWL SC member - this is above & beyond what IFLA states on their webpage & in the appointment letter.
- Do we want to have a similar appointment letter, especially for advisory members? (Maybe not because IFLA HQ might object again.)
- One of the requirements should be responding to emails promptly, even with a 'no' answer.
- Organising a personal orientation for (new) SC members. Assigning a SC buddy so that they have someone to approach and ask questions.
- Fluency in the English language & unresponsive SC members were obstacles mentioned, but no easy solutions.

3. group:
- Positive comments regarding discussions ins smaller groups. Members thought it was easier to share and connect with others in this environment (a smaller number of people). It was suggested that maybe smaller groups working together might help going forward and have an opportunity to share more with each other. Working in different groups would also help to meet more of those involved.
- Some asked if it was possible to be observers at working groups so that they could see and understand some of our work more widely and see the bigger picture. Understandable as meetings are less frequent. It may encourage others to join or offer help.
- Lastly, we talked about the expectations on new members and there was a suggestion that we might like to put something down including what is IFLA? This is difficult at the present moment; with all of the changes IFLA has made none of us are entirely clear on what is expected! Some members belong to more than section so may be able to offer some experience from other areas.

4. group:
- It was mentioned that not all 20 SC members are listed on the CPDWL website. That will be checked.
- It was asked whether working groups could organise in WhatsApp groups. Actually, all working groups are free to organise their work as they want to. But of course, we can all take this with us.
- Someone asked more principal questions: What are we working for and for whom? Several of us seem to not know anymore. One example for a concern: In the past (former) corresponding members could be newcomers who wanted to learn about the work of the sections, but now there are no corresponding members anymore. Of course, one can become an advisory group member, but that does not feel the same. As advisory group members we only elect persons who are already experts and well known by the group. For the new professionals that is a big dilemma when they want to start getting involved in IFLA. It was also asked what is IFLA and what does IFLA want us to do? Really interesting questions.
- Another suggestion: to create a bi-monthly one hour meeting "Meet your CPDWL officer". So at least one of the officers will be available for discussions, questions, etc. Without any agenda.

- Another topic that was raised: some colleagues might be too shy to speak, because of the lack of English language. But they might be happy to support the committee or working groups via written documents.
- Regarding the involvement of SC members, we could write a short document "what we are expecting/what is expected by SC members". That is phrased by IFLA, but we might to make that even more clear.
- Also, working groups should write down their exact demands/wishes, like "at the moment we need somebody, who can do this or that". Maybe, that could also be part of the format "Meet your CPDWL officer". That would require a closer connection between officers and working groups, but that should not be a problem. Most working groups have one of the CPDWL officers as one of their members.


**7. Next meeting of the Standing Committee and closure of the meeting**

IFLA wants us to have at least three business meetings per year. At the last meeting in August 2021, we suggested to have another meeting in May 2022 in order to make the last preparations before the WLIC 2022. However, that might not be necessary. Ulrike and the SC officers will come back to that as soon as they have more information.

Ulrike thanked everybody for their participation in the meeting and wished "stay safe".