Advisory Committee on Standards Review Groups Action Plan Template – ISBD Review Group

Review Group Action Plans provide both a means of structuring and monitoring their own work, but also a means for others (Advisory Committee on Standards) to understand and engage with it.

Each Review Group has Terms of Reference which outline their purpose. Review Groups carry out a range of different forms of action, varying both with other types of committees, and between themselves. In addition to self-contained projects such as the development and ongoing revision and maintenance of standards, or the organisation of webinars, all have a role in monitoring relevant events in the wider world, engaging in ongoing processes run by others.

Importantly, there is also their role in responding to requests for advice and reflection from the Advisory Committee on Standards. These cannot necessarily be planned for, but the Action Plan should leave capacity to react to such requests, as well as to emerging issues.

0. CONTEXT

This section should serve to provide a vision of how developments and work in the area of focus of the Review Groups relate to the IFLA Strategy 2019-24. It should allow those coming to the work of the Review Groups for the first time to be able to understand both its wider relevance, and how the individual actions and activities proposed fit together.

As an IFLA standards body reporting to the Advisory Committee on Standards, the ISBD Review Group has as mandate to develop and maintain the ISBD Standard according to IFLA's and world bibliographic and technological developments, new requirements and communities of users' needs.

As such, the ISBD Review Group work relates to the following strategic directions and key initiatives:

2. Inspire and Enhance Professional Practice
       2.3 Develop standards, guidelines, and other materials that foster best professional practice
       2.4 Provide tools and infrastructure that support the work of libraries
3. Connect and empower the field
       3.2 Support virtual networking and connections
4. Optimise our organisation
       4.4 Increase our visibility through excellent and innovative communications

1. SELF-CONTAINED PROJECTS

Actions in this section focus on actions which lead to a self-contained output, such as a statement, research report, guidelines or similar. Such as maintenance of standards and guidelines, etc. They represent a contribution to the goals of the IFLA Strategy 2019-24, drawing on the Committee's own strengths, either alone or in cooperation with other IFLA units or external partners.

Title of Action	Expected Outcome	Outputs and Activities	Timeframe	Impact Measurement	Actors involved	Partners (Internal/ External)	Notes (including relevant Key Initiatives in the IFLA Strategy 2019-24)
ISBD Updating Revision	Publishing 2021 Update of the 2011 ISBD Consolidated Ed. Use by ISBD awaiting communities Enhancement of special materials cataloguing in the communities using ISBD	1. Publishing of 2021 Update 2. New examples development in languages 3. Virtual events for training and promotions (See section 2)	April 2022-August 2023	Feedback Engagement in activities	Content Update Task Force of the ISBD RG	IFLA Rare Books and Special Collection Sections Cartographic resources cataloguing professional circles Others as needed	2.3
ISBD-LRM Aligning Revision	Producing the ISBD for LRM Manifestation (ISBDM)	Preparatory phase: 1. Guidelines, specs, and basic decisions about the	Fall 2021-Winter 2022	Feedback Engagement in activities	Manifestation Task Force of the ISBD Review Group	BCM RG PUC Cataloguing Section	2.3

Title of Action	Expected Outcome	Outputs and Activities	Timeframe	Impact Measurement	Actors involved	Partners (Internal/ External)	Notes (including relevant Key Initiatives in the IFLA Strategy 2019-24)
		new ISBD 2. Editorial decisions and first draft of the new ISBD Consultation and coordination with the ISBD RG Production phase: 1. New ISBD Element Set 2. Development of new ISBD stipulations 3. Editorial work	Winter- Summer 2022 Ongoing Spring 2022 – August 2023			RSC ISSN Network Others as needed	
ISBD Review Group New website	Enhanced communication and visibility Rebuilding of the ISBD Review Group website	1. Migrate content & documents to CMS 2. Update information architecture	April 2022, then ongoing	Feedback	Web team (to be formed)	ISBD Review Group	4.4

2. ENGAGEMENT WITH GLOBAL PROCESSES

Activities in this section focus on the role of the Committee in engaging with different global processes, affecting the library and information field. Recognising the often slow pace of this work, the emphasis is on the practical steps – from advice to promotion and mobilisation of the library field – which can contribute to progress.

Name of Process	Expected Outcome within 2 Years	Activities across 2 years	Key dates and timeframe	Impact Measurement	Actors involved	Partners (Internal/ External)	Notes (including relevant Key Initiatives in the IFLA Strategy 2019-24)
Coordinated work and mutual consultation on ISBD vocabulary related issues	Interoperability of IFLA bib standards Enable the use of ISBD and IFLA's vocabularies in library and linked data applications	1. ISBD vocab. in MulDiCat 2. Documentation for IFLA Standards Namespace website 3. ISBD vocabularies on IFLA Namespace 4. Training with LIDATEC	As reciprocally requested August 2021 – August 2023 As needed (2021 Update, new ISBD element set)		ISBD Review Group members and Task Forces members as required by each activity	LICATEC Bib LD Study Group Cataloguing Section Others as needed	2.4
Webinars and online events (with set speakers and presentations)	Promotion of Revision works Visibility of ISBD its vocabulary Mutual information	1. Training and promotion Webinar for the 2021 Update 2. Midpoint Webinar for ISBDM	Prepare Now – have pre WLIC 2022 Prepare Now – have Fall 2022	Participation in the events	Content Update TF & ISBD RG Manifestation TF & ISBD RG	As needed	4.4

3. ISSUE MONITORING

Actions in this section focus on themes on which the Committee maintains a watching brief, both through the central dissemination of news, but also through encouraging library and information workers to share information proactively across the field. For example, encouraging wider networks associated with the Committee's area of focus may be a way of achieving progress here.

Theme	Expected Outcome within 2 Years	Actions to enhance monitoring	Timeframe	Notes (including relevant Key Initiatives in the IFLA Strategy 2019-24)
Ongoing harmonization with other standards	Interoperability Mutual informing Increased visibility of ISBD in non-IFLA standards communities	1. Ongoing coordination with related standards bodies liaisons 2. New liaisons as needed (update the ISBD RG list of liaisons)	Ongoing	ALL