



**Members in attendance:** Victoria Owen (Chair), Vincent Boulet, Beth Kilmarx, Pat Riva, Ana Stevanovic, Deanna White, Peng Xiao

**Liaisons:** Gordana Mazić, Rehab Ouf, Mélanie Roche, Helen Mandl (IFLA Deputy Secretary General), Megan Price (IFLA Professional Support Officer)

**Observers:** Elena Escolano, Mathilde Koskas, Chris Oliver, Angela Quiroz

**Apologies:** Sharon Dyas-Correia, Joseph Hafner, Maria Micle, Fatemeh Pazooki, Ulrike Junger

## 1. Welcome and introductions

The Committee and observers introduced themselves.

## 2. Approval of the agenda

The Chair introduced the agenda. The Committee approved the Agenda.

## 3. Report of the Chair

The Chair identified areas of discussion for the meeting.

The Deputy Secretary General reported on the progress of the BCM and ISBD Review Group determinations and the process for these determinations: Current Review Group Chairs will review a list of those nominated to the Review Group positions and make recommendations to the Committee on Standards Chair. The Committee on Standards will then vote on which members will be elected to serve on the Review Groups. Once these Committees have been formed, those interested in standing for the position of Chair will self-nominate and an election will be held, if necessary.

The Deputy Secretary General will come back to the Advisory Committee on Standards with details on how LIDATEC and UNIMARC will be formed.

## 4. Advisory Committee on Standards

a. [Overview of Advisory Committees](#), page 16

b. [Governance: Article 21 and Rules 21, 22, 28](#)

The Chair drew attention to the Governance documentation pertaining to the work of the Advisory Committee on Standards.

c. **Information Coordinator, web editors**

The Deputy Secretary General clarified how the Committee's communications work could be focused. It was suggested that a working group focused on communications be formed to address communication needs and activities for the ACS and its Review Groups.

The 2019-21 COS Communications Strategy and Communications Plan were presented and reviewed. The goal of these documents is to make the work of the ACS and the Review Groups more visible and accessible to the field. The documents are available in the ACS Basecamp for review.

The Deputy Secretary General recommended that the webpages of the Review Groups and Advisory Committee on Standards be reviewed and revised to a) be updated with current information on projects and initiatives and b) make the role and purpose of the ACS and Review Groups clearer for non-technical members of the field. The ACS members were invited to submit items to the new IFLA Newsletter for publicity.

A communications working group will be formed to discuss the previous Communications Plan and Strategy and possible newsletter with the following individuals as volunteers:

Communications WG:

- Rehab Ouf – Convenor
- Pat Riva, website editor
- Deanna White, website editor
- Ana Stevanovic
- Victoria Owen

#### **d. Expert Advisors**

The Deputy Secretary General described the process for determining the “Expert Advisors” for the ACS – Once the Review Group members are determined, each group will select on someone to serve as representative of their group on the ACS. It is not required that this representative be the Chair of the Review Group. After the group has been assembled, the Committee on Standards will examine the strengths and needs of the group to determine if up to five expert advisors should be appointed to the Committee for a term of two years.

To determine these advisors, the ACS should ask itself if the advisor under consideration brings a particular skill set that is otherwise lacking, and whether they bring greater regional diversity to the committee. The proposed advisors would be put forward to the Governing Board in a formal paper for consideration, identifying the strengths these persons would bring to the committee. The Governing Board would then make a decision on whether to endorse those advisors to the Committee.

### **5. Workplan – update for 2021-2023**

Items from the previous committee's workplan were reviewed.

- + Elaboration of the role of standards within the new strategy and ensure strategic approach to the development of standards.
- + Endorse the Review Group Action Plans
- + Review of existing standards and guidelines
- + Coordinate and maintain the storage of guidelines and standards
- + Complete revision of the Standards Procedures Manual
  - IFLA Standards Manual WG:
    - Vincent Boulet – Chair of WG
    - Deanna White

- Peng Xiao
- Beth Kilmarx
- Megan Price (PSO)
- Renate Behrens (TBC)
- Victoria Owen, ex-officio

The Deputy Secretary General explained that every group within IFLA has an action plan for the next term, identifying specific activities that they're going to implement to move the field forward. Activities should serve both the work of the Group itself and for the global library field. It was also noted that there are standards which are outdated and in need of review and/or revision to ensure that IFLA offers guidelines and standards that are relevant and up to date, and that the field can have confidence in standards documents that IFLA makes available.

The workplan will be uploaded to the ACS Basecamp.

**6. Work underway**

**7. CoS Membership and Liaisons (attached)**

Discussion for items 6 & 7 are on hold until Review Groups are formed

**8. WLIC 2021 – report on CoS session – The role of IFLA standards in the context of a changing information society world**

Committee Members who were in attendance reported on their experience at the WLIC 2021 ACS Session.

**9. Discussion, questions, recommendations etc.**

A question regarding how work comes to the ACS was posed for discussion at a later meeting.

**10. Meeting frequency – mid-term meeting**

A late fall meeting was suggested. The Chair will propose a meeting date and time.

**11. Close**

Membership 2021-2023	
Victoria Owen (chair)	
Pat Riva	1. Term
Deanna White	1. Term
Beth Kilmarx	1. Term
Vincent Boulet	2. Term
Sharon Dyas-Correia	1. Term
Peng Xiao	1. Term
Maria Micle	1. Term
Ana Stevanovic	1. Term
Fatemeh Pazooki	2. Term
Liaisons 2019-2021 and Support Officer	
Megan Price	Professional Support Officer at IFLA HQ
Gordana Mazić	PUC liaison
Joseph Hafner	LIDATEC liaison
Mélanie Roche	BCM liaison
Rehab Ouf	ISBD liaison
Ulrike Junger	CDNL Representative
Expert Advisors 2021-2023	
TBC	