



Meeting Minutes CPDWL Standing Committee Meetings – in person at WLIC in Dublin and online via Zoom

First meeting: July 25, 2022, 11.15 – 13.15 CEST (UTC+1)

Some members joined us via Zoom

Second meeting: August 30, 2022, 15.00 – 16.30 CEST (UTC+1) Zoom meeting

Participants at first meeting:

SC members: Ulrike Lang, Alan Brine, Nyakundi James Nyambane, Chinwe Anunobi, Tina Haglund, Jarkko Rikkilä, Almuth Gastinger

Advisory group members: Sandy Hirsh, Catharina Isberg, Monica Ertel, Maria Micle (last 15 min)

Division chair: Dilara Begum (one hour)

Observers: 8 colleagues from 5 countries (Norway, South Africa, Croatia, USA, Spain)

Participants via Zoom: Daria Beliakova, Svetlana A. Gorokhova, Heba Ismail, Carmen Ka Man Lei, Rajendra Munoo (in the beginning), Ivana Todorovic, Gillian Hallam, Juanita Jara de Sumar, Constance Lehero Kouï (very briefly in the beginning)

Participants at second meeting:

SC members: Ulrike Lang, Alan Brine, Edward Lim, Claudiane Weber, Nyakundi James Nyambane, Chinwe Anunobi, Tina Haglund, Jarkko Rikkilä, Almuth Gastinger, Daria Beliakova, Carmen Ka Man Lei, Ivana Todorovic, Mantra Roy, Gillian Hallam, Mitsuhiko Oda, Raymond Pun.

Advisory group: Monica Ertel, Maria Micle, Svetlana A. Gorokhova, Juanita Jara de Sumar.

Observers: 6 were registered and 4 colleagues met up: Boffy François-Xavier (France), Tebogo Khama (Botswana), Antonija Filipeti (Croatia), Gina de Alwis Jayasuriya (Singapore).

Apologies from Heba Ismail (SC member), Elena Corradini (co-opted SC member), Catharina Isberg (advisor), Sandy Hirsh (advisor), Anne Lehto (advisor).

No apologies from SC members Rajen Munoo, Constance Lehero Kouï.

1. Welcome

- Introduction of SC members and meeting participants in the chat.
- First meeting: A quorum for a unit business meeting is 50 % +1. That's 11. Therefore, we cannot vote on any new initiatives, resolutions, or decisions until our second, virtual business meeting.

- Second meeting: We can vote since there are 16 SC members participating.

2. Approval of the Agenda

- Ordering of agenda and inclusion of any additional terms
- Approval of agenda

3. Administrative matters to be noted

- Minutes of the SC meeting held online via Zoom on February 8, 2022, were approved earlier this year, and can be found in the IFLA repository. No matters were arising in relation to the minutes.
- Annual Report 2022-2023 to submit to IFLA HQ on Oct,1, 2022.
- Action Plan 2021-2023 to submit to IFLA HQ on Oct 1, 2022.
- Information Coordinator's report. See on Basecamp
<https://3.basecamp.com/3833672/buckets/8064677/uploads/5173393110>
- Newsletter editor report: Alan reported that the newest newsletter was just published. See:
<https://repository.ifla.org/bitstream/123456789/2003/1/2022-jul.pdf>

4. Standing Committee membership matters

- New SC member: After Kok Eng resigned, Elena Corradini was appointed and will be an SC member until the end of Kok Eng's term, that is August 2023. Unfortunately, she could neither join us in Dublin nor online.
- Mentors
The concept of Section Mentors is different from our concept of advisory group members. Each Section can appoint a maximum of three Section Mentors. The mentors can serve for a term of four years. The Standing Committee has to identify/check qualities and attributes (i.e., job description) of potential mentors before choosing them. Mentors can only be a mentor for one Standing Committee. The Division Chair makes the final decision on which mentors should be appointed.
- Election of new SC members in 2023
Two members (Gill and Almuth) will have finished their 2nd term next year and cannot continue.
11 members (Claudiane, Ray, Edward, Daria, Ulrike, Heba, Mitsuhiro, Constance, Carmen, Rajen, Nyakundi) will finish their 1st term in 2023 and could be nominated for a 2nd term. Please, bear in mind then that CPDWL needs active SC members. We have a few members who have not participated in meetings or working groups for a longer time and have not communicated either.
If you have already decided whether you want to continue, it would be nice if you would let the officers know then.
Dates for nominations and elections will be announced later on.
- List of responsibilities
IFLA / CPDWL created "stricter" rules for SC members:
 - You are expected to participate in at least one of our working groups.

- You have to contribute meaningfully to one of our many social media channels ([CPDWL Blog](#), Newsletter, [LinkedIn](#), [Twitter](#), [Facebook](#), or [Instagram](#)). Contact our Information coordinator Edward Lim if you have questions or problems.
 - You are expected to attend our business meetings.
 - You are expected to attend IFLA's World Library and Information Congress (WLIC) when possible.
- IFLA and CPDWL needs active members in order to fulfill its goals and to be able to work on the many projects.
- The updated list of responsibilities will be sent out very soon and we will need your feedback then.

- CPDWL Blog

It seems that not all SC members contributed to the blog in the past. Therefore, we will change the procedure for the blog writing a bit. In the past, Carmen sent out the calendar and each SC member or Advisory group member could mark in which month they will write at least one blog post. In the future, we will put the names of all SC members into the calendar and allocate one month to each of us. If this month is not convenient for you to write a blog post, then you need to find someone who will swap with you. Thereby, we hope to activate all SC members.

- "Meet your officer" online meetings

From the officers' point of view these meetings were very successful. But we missed some members who we thought would be benefitting most from these informal meetings. After the first meetings we decided to have these informal online meetings not every month but every second month.

Ray suggested to explore more what SC members do in their workplace. He will get back to us with a proposal.

Any other comments not expressed at our meetings can be sent to our officers.

- Global community kitchen

Our former Information coordinator Ray started this project at the beginning of the pandemic. There have not been any updates since June 2021. New SC members are invited to contribute as well and send in their favourite meals/recipes. It would be nice to have more regions covered. For more information:

<https://blogs.ifla.org/cpdwl/2021/06/29/global-community-kitchen-a-cpdwl-project/>

- Advisory group

Thanks for your activities and your support of our section. We really appreciate that!

5. Programmes at the WLIC 2022 in Dublin (first meeting) / Short wrap-up of programmes (second meeting)

- **Coaching session** on Tuesday 26 July, session number 082, room Liffey A, 4.15 - 5.45 pm / session went very well, the session content needs to be explained a bit better because some participants expected a lecture or presentations

- **Knowledge Café**, together with KM section; title: "Facing the future together: connecting, facing, learning", Wednesday 27 July; session number 098, room Liffey A, 10.15 – 11.45 am / great organization of the session, Ulrike and Almuth served as discussion leader/rapporteur at one table (topic: Coaching and Mentoring), notes of the programme will be published soon.
- **Poster session**: CPDWL has a poster about the guidelines. Presented by Alan Brine on Wednesday 27 and Thursday 28 July from 12 – 2 pm. Poster number 171 with the title: Guidelines for continuing professional development in an online world. / good reception of and interest in the poster and good discussions with participants.
- Our **satellite meeting / Library Carpentry Workshop** (with a cost of € 60 including coffee/tea and lunch) at Waterford Institute of Technology - in collaboration with Science and Technology Libraries Section & IT Section - **had zero registration** and had to be cancelled. The sections have to find out about the reasons for that. Was it the topic, the time in addition to the main congress or maybe that one had to pay?

6. Projects and working groups

- Coaching (Ulrike): working group organises online coaching in October; cooperation with M&M (Management & Marketing section) has not been as good as expected; M&M will continue with new working group members; we have worked on a logo for this initiative, thanks to Sara Ulloa for the design.
- Guidelines (Alan, Gill): main work was to get the poster ready for the WLIC; there is still a need for a supplementary document with ideas and references; Gill wrote a blog post (<https://blogs.ifla.org/cpdwl/2022/08/27/ifla-guidelines-for-cpd-the-imperative-for-high-quality-online-learning/>) ; start for getting translations done; help from other SC members are very welcome added to CPDWL's publications in the IFLA repository and a template will be available so that it can be translated into many other languages. Can we beat the 36 languages achieved with the first poster? ...
- Webinars (Edward): organized in 2022: on April 4 "Wellness for Librarians: resources and examples" 360 + participants; on June 6, "Library Advocacy for the win: Interview with library champion Congressman Andy Levin", 90+ participants; we have had 2 roles/responsibilities for webinars so far, now we want to open it up for all SC members → tick off in the responsibilities list if you are interested to contribute
- Library carpentry (Edward): there will be new sessions/webinars, look out for upcoming announcements.
- Infodemic (Matilde): working group intended to organise a webinar sometime between October and November 2022; since Matilde did not participate in the meetings, Ulrike sent her an email; now the intention is to offer a webinar during "The Global Media and Information Literacy Week 2022" from 24 to 31 October 2022. Matilde and Rajen are working on this.
- Award of CPDWL (Heba, Mantra): Mantra reported about the process and activities so far. A first draft was sent out to some SC members who gave valuable feedback. Now they work on an updated draft.

7. Announcements and report from Division IV, now Division C and the Professional Committee

- Division meetings There was only the officers briefing this morning. It was a more interesting meeting, because there were discussions and the PC seems really interested in learning, what the SCs and SIGs are up to.

- Halo Locher, former Chair of MLAS, now is the Governing Board Delegate to IFLA HQ, charged with rebuilding the internal IFLA structure and improving morale and work practices, following the removal of the former Secretary General, Gerald Leitner. Halo is working toward developing processes for IFLA HQ long-term planning and collaboration, internal communications, mandated organisation policies such as workplace safety, leave, unwanted behaviour, remote work.
- They reminded us, whenever we do our Action planning we should also think about cooperating with the regional divisions.
- Discussion about new forms of cooperation. For ex. “network” with fixed members from different sections and external experts. To collect ideas, join the WLIC Session on Wednesday, 27 July, 2022 16:30-17:30, Liffey A - Session #175
- Library History SIG Oral History Project - Interested in sharing your experience as an IFLA leader or personality? Contact Anna-Maria Tammaro annamaria.tammaro@unipr.it of the Library History Special Interest Group to see about being interviewed as part of their IFLA Centennial Oral History project.
- A Professional Council Subcommittee has been formed to discuss the process of Professional Unit Reviews. This working group will seek your initial ideas via Division Committees and will put the process out for Unit review and feedback before progressing it to the Governing Board for approval. Unit reviews are planned to begin in January 2023.
- Timeline for the upcoming 2023 elections. In October, professional Unit members will receive detailed information on their Committee member terms, those Committee members who must stand for election within the Section in 2023, how to self-nominate and seek supporting nominations, voting and nomination rights as an IFLA Individual Affiliate Member vs. voting and nomination rights as a Standing Committee member. It is intended that the full schedule for nominations and elections for the cycle 2023-2025 will be published in October/November
- Next year’s conference will be totally hybrid and will be held from 21-25 August in Rotterdam, Netherlands . Satellite meetings may be held in Belgium, Luxembourg, and the Netherlands. Germany was in the agenda of the PC meeting, too, but picked out by Governing Board. The Expressions of Interest for 2024 are open until 12 September 2022 and are open to all IFLA member national associations, or other member representative bodies worldwide, excluding Europe.
- There were group discussions about best practices for communication, member engagement, project planning and successes. We should identify how Division Committee Chairs can support and how IFLA HQ Teams and Leadership can support through action and/or policy. Results:
 - How do you effectively communicate what your committee work to the global library field?
 - I learned that we will be able to change the pictures on the CPDWL website!
 - How do you ensure everyone on the Committee has a role and how do you support the work? List of responsibilities found interest by other sections.
 - Most successful projects: I mentioned Guidelines and coaching.
 - IFLA Governance Review: Nothing new from my point of view.
 - Future Division C. Our division chair is very quiet. So, unfortunately no news. I had to mention that we are not happy with our Division Chair, and other sections agreed.

8. Co-operations with other sections

Alan and Ulrike participated on June 22 in the PC speed dating meetings for SC officers. CPDWL received some requests for cooperation with other sections.

- Manifesto on libraries and lifelong learning. Responsible from IFLA HQ: Stephen Wyber. This comes in the wake of the UN International Conference on Adult Education, organised by the UNESCO Institute for Lifelong Learning, which agreed on a 12-year Framework for Action which underlines the roles of libraries as key adult education spaces in the context of a broader right to education.

The goal of a manifesto would be to develop something that would:

- Flesh out the themes included in the UNESCO documents
- Provide a reference that could be cited or taken up in national/regional adult/lifelong learning strategies and/or library strategies, as well as in institutional strategies
- Be signed off by both IFLA and the UNESCO Institute for Lifelong Learning (giving it more weight)

In terms of a process to follow, Stephen described the following phases:

1. Contact relevant IFLA sections to establish who would be interested in being involved, and put together a drafting committee.
2. Hold a first survey of the sections in order to identify ideas/themes that would go in there, in order to produce a first draft. We would also seek UNESCO input here.
3. Hold a public consultation on a draft text. Revise this in the light of feedback received.
4. Share the revised text with the IFLA Board for approval, and then send to UNESCO for approval.

As this is just his idea, he is waiting for our input:

1. Views on this as an initiative
2. Whether we and our section would be interested in being involved
3. and if so, who would be our representative on a drafting committee?

The link to the email from Stephen Wyber:

<https://drive.google.com/file/d/1ReCGfbKpuSN8J61TCmohiR5qCqLn2TxN/view>

Gill and Alan are CPDWL's contact persons. Svetlana and Chinwe are also interested.

- Update of the Guidelines of the Libraries for Children and Young Adults Section. They suggest additional and updated content in relation to our particular area of interest and expertise. They will hold a workshop Wednesday, 27th July at 13:00. First, Ulrike wrote to them that we couldn't find anybody to collaborate. Now after our meetings, Nyakundi said he would like to collaborate.
- Cooperation with MLAS. Management of Library Associations. We should explore opportunities to collaborate with them. That's what the IFLA GB recommend after reading our update of the Action plan in March 2022. Any ideas? Who wants to work on it? Nobody came forward so far. We think that Loida would be perfect to serve as a contact person since she is a member of the MLAS section. Ulrike also sent Almuth's name to MLAS.
- Planning of the Satellite meeting of Academic and Research Libraries Section before WLIC 2023: Alan is our contact person. Gulcin Cribb asked for support, but we do not know what exactly they expect from CPDWL. The topic will be "human resources and research in library science".

- Collaborating on management blog skill building with Management & Marketing Section: They are looking for contributions especially for library manager stories. That blog can also include articles, lessons learned from webinars and provide an opportunity to learn together, inspire and interact as you build your management skills. Not too far away from our own blog posts. Please, feel free to contribute to M&M's blog.
- Library History SIG is planning to publish "100 years IFLA" in 2027: Every section should participate. Do we have ideas for input? The "history" of CPDWL? There might be material by Blanche Wools, Jana Varlejs and Clare Walker. Or should we write anything about our projects? What format will this publication have? Online or print? There has only been ONE information so far. Who is interested from CPDWL? Jana V., Juanita, Svetlana, Daria and Alan would like to be involved.
- Copyright and other legal matters (CLM): There might be an opportunity to work with them on international standards guidelines. Alan is our contact person. There has not been any new information/communication since the first meeting. Alan will ask about the status quo.
- Subject Analysis and Access Section: Alan is our contact person. There was a meeting the day after our business meeting.
- Library Theory and Research (LTR): Two topics for collaboration: One is on Research Methods in practice and the other one is on Global Scholarly Communications in LIS: Exploring motivations, barriers, and patterns in research and publishing. Carmen, Mantra and Alan are involved. More people might be needed, but not at the moment.
- Collaboration with the Indigenous Matter Section: Carmen and Gill are our contact persons. There is no news at the moment.
- Collaboration with the Information Technology Section: One of the observers (Boffy François-Xavier) was talking about one of their projects: Open Badges. *Open Badges are created and issued to recognise competencies, skills, achievements or attitudes of their recipients. From a technical point of view, an Open Badge is a digital picture, which contains metadata that informs who has issued the badge to whom and on what basis.* CPDWL is interested to collaborate. Jarkko, Gill and Alan would like to be involved. We could have a webinar on this topic.

9. Programmes for WLIC 2023 in Rotterdam

We do not know yet how many hours we will have at/for the WLIC next year. Programme suggestions:

- Knowledge café: CPDWL would have to organise it since the KM section has other plans. We might not have hours and resources to do so.
- Ray suggested to have a session on "toxic librarianship", including burn out, low morale, slow librarianship, financial problems, etc. There is a huge interested in these topics.

- We might organise a session on our guidelines.
- We want to have another coaching session.
→ We still have no detailed information about the conference and the hours we can use.
So, we start to plan the various sessions and then we will see what will be possible.

10. Any other business

Any ideas about how to welcome new members of CPDWL?

Not SC members, but section members. That are libraries but also personal affiliates. Should it be more formalized than just ending a welcome letter? Please, think about that and send your ideas to the officers (Ulrike, Alan, Edward, Almuth). We will collect your ideas and discuss this again at our next SC meeting in early 2023.

11. Next meeting of the Standing Committee will take place in January 2023 (online)

12. Closure of SC Meeting

From first meeting: Enjoy the conference and hope to see you at our lunch. Thanks for your contributions today and in the future.

From second meeting: Thanks for your contributions and stay safe!