

# 2021-2023 Unit Action Planning

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Log-in

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Unit Information

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Welcome

Welcome to the Action Planning space for 2021-2023 Professional Units.



Click on the image above to review the 2019-2024 IFLA Strategy

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## Overview and Due Dates

This form is where the Unit will submit Action Planning and plan updates for the August 2021- August 2023 cycle :

- Action Plans
- Funding Requests
- Mid-term updates

This reporting form was created to facilitate the Action Plan submission process, reduce the administrative burden on Units, increase collaboration between Division Committee Chairs and Units, and to decrease the repetition of data and information entry. This form will remain open, allowing you to return to make updates and changes at any time during your term.

Annual Reports are submitted separately.

The Unit's Standing Committee Chair and the Division Committee Chair have each been sent the log-in and password to this individual planning space. This password and log-in will be used during the entire reporting cycle, from August 2021-August 2023 - if you lose or forget your password, please contact the [Professional Support Officer](#).

The deadlines below are the points at which Unit data will be downloaded and reported to the Professional Council. If the Unit's information has not been approved by the Division Committee Chair by the deadlines below, it will not be included in the reporting.

#### Reporting Deadlines:

- 1 November, 2021      2021-23 Action Plan due
- 15 March, 2022      2022 mid-term update due
- 1 October, 2022      2022-23 Mid-cycle Action Plan due
- 1 October, 2022      2021-22 Annual Report due
- 15 March, 2023      2023 mid-term update due
- 1 October, 2023      2022-2023 Annual report due

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## Directions

To create the 2021-23 Action Plan, navigate through the Strategic Direction sections, including the funding request (if needed). When you reach the page requesting Division Committee Chair (DCC) approval, your plan is complete, pending any feedback or changes discussed with your DCC. You may use the Save & Back/Next buttons to move through the document.

To provide a March or October update, work through the existing activities/outputs to the section marked "Activity Updates" Here is where you provide a quick completion status update and any other details of interest.

Your Unit's Division Committee Chair has access to this Action Plan space. This allows the Division Committee Chair to easily provide feedback and to approve your plans and updates before submission. Please allow time for your Division Chair to review and approve each reporting section before its submission deadline.

\*\*In order to save entries and to return to them later, you must click "Save&Next" or "Save&Back" before closing your browser. When you log back in, you will be taken to the page where you left off.

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## 2021-2023 Action Plan - Overview

This section of the reporting space is for the development of the Unit's 2-year Action Plan.

Here you will describe the activities, desired outcomes, impact and timelines of the Unit's work, aligned to the Strategic Directions and Key Initiatives of the 2019-2024 IFLA Strategy. You will describe membership and communications initiatives and identify potential or confirmed collaborators.

A printout of the questions asked on this form are available for your review: We recommend using this printout for discussion and drafting.

Once you have completed the Action Plan, contact your Unit's Division Committee Chair so they have time to review, provide feedback and approve your plan by the 1 November deadline.

Please contact your Division Committee Chair or the Professional Support Officer with any questions.

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## Strategic Direction 1 - Strengthen the Global Voice of Libraries

We listen to and understand the priorities of the whole field, and amplify the message through advocating for libraries and their values on a global and regional level. We speak with insight, confidence and authority on relevant policies, ensuring that libraries are recognised and supported as critical community assets essential to achieving development agendas. We build a strong presence in international organisations and meetings as a valued partner.

In this section, you will describe the Unit activities and outputs aligned to Strategic Direction 1.

### 1) Strategic Direction 1 Activities/Outputs –

**Can be duplicated for multiple outputs.**

Activity/Output Description **1.1 Increase promotion and membership recruitment of SIG**

Activity/Output - e.g. Unit Guidelines, Workshop Series, etc.: **Increase Unit Membership**

Activity/Output Category (most closely matched)

If you have a new category to add, please contact [professionalsupport@ifla.org](mailto:professionalsupport@ifla.org)

- Communications
- Curriculum/Framework/Checklist
- Database/Register/Map
- LMW or SDG-related
- Networking/Collaboration/Partnership
- Policy/Advocacy document or tool
- Publication (Report, Best Practices, Book, Journal Article)
- Seminar, workshop, webinar, event (not WLIC)
- Standard: Guideline or Technical Standard
- Standard or Guideline Tool/Toolkit
- Unit Membership
- WLIC Satellite Meeting
- WLIC Session

Please provide a brief description of the activity/output:

Over the next two years, the Digital Humanities/Digital Scholarship SIG will make a strong promotional and recruiting effort, to expand the membership to 25 members minimum. We will reach out to the IFLA membership and multisector library community, in order to be as inclusive as possible, and to represent as many voices as possible in the global library community.

Activity/Output type

- New activity or initiative
- Revision of an existing output
- Continuation of an ongoing activity

This activity/output is matched most closely with which Key Initiative?

- 1.1 Show the power of libraries in achieving the Sustainable Development Goals
- 1.2 Build a strong presence in international organizations and meetings as a valued partner
- 1.3 Work with library associations and libraries to identify key legal and funding challenges to their work, and advocate for action
- 1.4 Shape public opinion and debate around open access and library values, including intellectual freedom and human rights

Completion status as of today - Beginning of cycle

- Not started

Less than 50% complete

More than 50% complete

Complete

Complete & ongoing

2022-2023 Output

Expected completion month **February**

Expected completion year **2023**

Names of Standing Committee members who will be working on this activity/output:

**DH/DS SIG Convenor Xuemao Wang and SIG core leadership team.**

### Activity/Output Context

What need is this activity/output filling or what problem will be solved for your sector?

Target group(s)

Library clients

Library Professionals

The library and information field as a whole

The library and information field in a specific region:

Our Unit's sector

Our Unit Standing Committee

Other - Write In:

What will the outcome for the target group be as a result of the work described?

Gained knowledge/awareness/understanding

Increased skills/competences/abilities

Increased access

Practice/Attitude/Behaviour changes

Resources saved

Policy changes

Other - Write In:

How will this activity/outcome move the Unit's sector forward?

**This activity will assist in preparations for the SIG to become an IFLA Section.**

How will you measure the performance and impact of your work?

Survey

Focus group or interview

Other - Write In: Quantitative with minimum of 25 regular SIG members.

### Activity/Output Collaborations

IFLA Professional Structure collaborators Knowledge Management Section

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators News Media

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators Information Technology Section

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators Academic and Research Libraries Section

Status of collaboration

Confirmed

Proposed

Potential

IFLA Regional Structure collaborators

Asia Oceania Regional Division

Europe Regional Division

Latin America and the Caribbean Regional Division

Middle East and North Africa Regional Division

- North America Regional Division
- Sub-Saharan Africa Regional Division

Status of Collaboration

- Confirmed
- Proposed
- Potential

List any confirmed external collaborators

List any potential external collaborators

Please list any additional collaborators and the status of the collaboration below:

Activity/Output Communications

How will you communicate this output to your stakeholders?

- Mailing list
- Newsletter
- Publication (Professional Report, guideline)
- Workshop, Seminar, Virtual Event
- WLIC Session
- Social Media
- Website, Blog post, news item
- Other - Write In:

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Activity/Output Updates - Return to this section by the dates below to provide a status update for this output.

2022 Mid-term Update - What is the completion status as of 15 March, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete

Complete & ongoing

2022-2023 Output

Any information to add about this March 2022 Update?

2022 Mid-cycle Action Plan - What is the completion status as of 1 October, 2022?

Not yet started

Less than 50% complete

More than 50% complete

Complete

Complete & ongoing

2022-2023 Output

Any information to add about this October 2022 Update?

Please describe any major changes/adjustments from initial 2021-23 Action Plan.

2023 Mid-term Update - What is the completion status as of 15 March, 2023?

Not yet started

Less than 50% complete

More than 50% complete

Complete

Complete & ongoing

2022-2023 Output

Any information to add about this March 2023 Update?

End of term - What is the completion status as of 1 August, 2023?

Not yet started

Less than 50% complete

More than 50% complete

Complete

Complete & ongoing



If you don't have an output aligned to this Strategic Direction, click the *Save&Next* button.

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## Strategic Direction 2 - Inspire and Enhance Professional Practice

We inspire the profession through future thinking and by encouraging new and promising approaches. We drive the development of libraries through standards, guidelines and best practices. We provide the tools and resources necessary to foster community, facilitate shared action, and support innovative programs and actions. We work to safeguard, strengthen and elevate the world's cultural heritage in all of its diverse forms, including traditional, historical, indigenous and contemporary expression.

In this section, you will describe the Unit activities and outputs aligned to Strategic Direction 2.

### 2) Strategic Direction 2 Activities/Outputs

**Can be duplicated for multiple outputs.**

Activity/Output Description **2.1 Publish Special Edition on Digital Humanities and Digital Scholarship Trends and Practices in Global Libraries in the IFLA Journal**

Activity/Output - e.g. Unit Guidelines, Workshop Series, etc.: **Publications**

Activity/Output Category (most closely matched)

If you have a new category to add, please contact [professionalsupport@ifla.org](mailto:professionalsupport@ifla.org)

- Communications
- Curriculum/Framework/Checklist
- Database/Register/Map
- LMW or SDG-related
- Networking/Collaboration/Partnership
- Policy/Advocacy document or tool
- Publication (Report, Best Practices, Book, Journal Article)
- Seminar, workshop, webinar, event (not WLIC)

- Standard: Guideline or Technical Standard
- Standard or Guideline Tool/Toolkit
- Unit Membership
- WLIC Satellite Meeting
- WLIC Session

Please provide a brief description of the activity/output:

Working with the IFLA Journal, we will create a special edition on Digital Humanities and Digital Scholarship Trends and Practices in Global Libraries based on the sessions and joint programs hosted by the SIG for 2020-2023. We will call for submissions for research papers from the DH/DS community, elevating the work of professionals, encouraging new and promising approaches in the field, and providing the IFLA audience with a new resource for DH/DS research and best practices.

Activity/Output type

- New activity or initiative
- Revision of an existing output
- Continuation of an ongoing activity

This activity/output is matched most closely with which Key Initiative?

- 2.1 Produce, communicate and distribute key resources and materials that inspire the profession
- 2.2 Deliver high quality campaigns, information and other communications products on a regular basis to engage and energise libraries
- 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

Completion status as of today - Beginning of cycle

- Not started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Expected completion month **December**

Expected completion year **2023**

Names of Standing Committee members who will be working on this activity/output:

DH/DS SIG Convenor Xuemao Wang and SIG core leadership team.

### Activity/Output Context

What need is this activity/output filling or what problem will be solved for your sector?

A compilation of published, peer reviewed DH/DS articles with a global focus that will appeal to the IFLA audience and beyond.

Target group(s)

Library clients

Library Professionals

The library and information field as a whole

The library and information field in a specific region:

Our Unit's sector

Our Unit Standing Committee

Other - Write In:

What will the outcome for the target group be as a result of the work described?

Gained knowledge/awareness/understanding

Increased skills/competences/abilities

Increased access

Practice/Attitude/Behaviour changes

Resources saved

Policy changes

Other - Write In:

How will this activity/outcome move the Unit's sector forward? This activity will increase the visibility and impact of the SIG, which is important as we prepare to apply to become a section in 2023.

How will you measure the performance and impact of your work?

Survey

Focus group or interview

Other - Write In: The impact will be measured in the readership the issue generates.

## Activity/Output Collaborations

IFLA Professional Structure collaborators

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators

Status of collaboration

Confirmed

Proposed

Potential

IFLA Regional Structure collaborators

Asia Oceania Regional Division

Europe Regional Division

Latin America and the Caribbean Regional Division

Middle East and North Africa Regional Division

North America Regional Division

Sub-Saharan Africa Regional Division

Status of Collaboration

Confirmed

Proposed

Potential

List any confirmed external collaborators

List any potential external collaborators

Please list any additional collaborators and the status of the collaboration below:

- The IFLA Journal (potential)

Activity/Output Communication

How will you communicate this output to your stakeholders?

- Mailing list
- Newsletter
- Publication (Professional Report, guideline)
- Workshop, Seminar, Virtual Event
- WLIC Session
- Social Media
- Website, Blog post, news item
- Other - Write In:

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Activity/Output Updates - Return to this section by the dates below to provide a status update for this output.

2022 Mid-term Update - What is the completion status as of 15 March, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2022 Update?

2022 Mid-cycle Action Plan - What is the completion status as of 1 October, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this October 2022 Update?

Please describe any major changes/adjustments from initial 2021-23 Action Plan.

2023 Mid-term Update - What is the completion status as of 15 March, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2023 Update?

End of cycle - What is the completion status as of 1 August, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing

If you don't have an output aligned to this Strategic Direction, click the *Save&Next* button.

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## Strategic Direction 3 - Connect and Empower the Field

We are a hub for dialogue and action. We are the motor of a connected and aligned library field, characterised by a true spirit of collaboration, in which no librarian is left behind. We unite passions, provide platforms, and enable innovation, learning, and professional development at all levels. Through this, we respond to current challenges and opportunities, and empower the library field to deliver high quality services that meet community needs, and foster literacy, innovation, heritage preservation and access to information for all users.

In this section, you will describe the Unit activities and outputs aligned to Strategic Direction 3.

### 3) Strategic Direction 3 Activities/Outputs

**Can be duplicated for multiple outputs.**

Activity/Output Description **3.1 WLIC 2022 Open Session**

Activity/Output - e.g. Unit Guidelines, Workshop Series, etc.: **Open Session**

Activity/Output Category (most closely matched)

If you have a new category to add, please contact [professionalsupport@ifla.org](mailto:professionalsupport@ifla.org)

- Communications
- Curriculum/Framework/Checklist
- Database/Register/Map
- LMW or SDG-related
- Networking/Collaboration/Partnership
- Policy/Advocacy document or tool
- Publication (Report, Best Practices, Book, Journal Article)
- Seminar, workshop, webinar, event (not WLIC)
- Standard: Guideline or Technical Standard
- Standard or Guideline Tool/Toolkit
- Unit Membership
- WLIC Satellite Meeting
- WLIC Session

Please provide a brief description of the activity/output: **The DH/DS SIG intends to host an open session at the 2022 WLIC in Dublin, Ireland. We are currently awaiting additional information about the conference theme and expectations before we move forward with planning.**

Activity/Output type

- New activity or initiative
- Revision of an existing output
- Continuation of an ongoing activity

This activity/output is matched most closely with which Key Initiative?

- 3.1 Provide excellent opportunities for face-to-face networking and learning
- 3.2 Support virtual networking and connections
- 3.3 Empower the field at the national and regional levels
- 3.4 Provide targeted learning and professional development

Beginning of cycle - What is the completion status as of today?

- Not started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing

( ) 2022-2023 Output

Expected completion month **July**

Expected completion year **2022**

Names of Standing Committee members who will be working on this activity/output:  
**DH/DS SIG Convenor Xuemao Wang and SIG core leadership team.**

### Activity/Output Context

What need is this activity/output filling or what problem will be solved for your sector?

Library clients

Library Professionals

The library and information field as a whole

The library and information field in a specific region:

Our Unit's sector

Our Unit Standing Committee

Other - Write In:

What will the outcome for the target group be as a result of the work described?

Gained knowledge/awareness/understanding

Increased skills/competences/abilities

Increased access

Practice/Attitude/Behaviour changes

Resources saved

Policy changes

Other - Write In: **Professional Networking**

How will this activity/outcome move the Unit's sector forward? **Open Sessions are essential in engaging with the IFLA community. They allow us to introduce new topics and perspectives in Digital Humanities/Digital Scholarship, and explore the challenges DH/DS faces in different global library environments.**

How will you measure the performance and impact of your work?

( ) Survey

( ) Focus group or interview



Other - Write In: Number of papers or presentation topics submitted; Diversity of geographic location of authors who submit papers or presentation topics; Number of attendees present at the Open Session.

## Activity/Output Collaborations

IFLA Professional Structure collaborators **Information Technology Section**

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators **Academic and Research Libraries Section**

Status of collaboration

Confirmed

Proposed

Potential

IFLA Regional Structure collaborators

Asia Oceania Regional Division

Europe Regional Division

Latin America and the Caribbean Regional Division

Middle East and North Africa Regional Division

North America Regional Division

Sub-Saharan Africa Regional Division

Status of Collaboration

Confirmed

Proposed

Potential

List any confirmed external collaborators

List any potential external collaborators

Please list any additional collaborators and the status of the collaboration below:

## Activity/Output Communication

How will you communicate this output to your stakeholders?

- Mailing list
  - Newsletter
  - Publication (Professional Report, guideline)
  - Workshop, Seminar, Virtual Event
  - WLIC Session
  - Social Media
  - Website, Blog post, news item
  - Other - Write In: **KM Newsletter**
- 

**Activity/Output Updates - Return to this section by the dates below to provide a status update for this output.**

2022 Mid-term Update - What is the completion status as of 15 March, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2022 Update?

2022 Mid-cycle Action Plan - What is the completion status as of 1 October, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this October 2022 Update?

Please describe any major changes/adjustments from initial 2021-23 Action Plan.

2023 Mid-term Update - What is the completion status as of Completion status as of 15 March, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2023 Update?

End of cycle - What is the completion status as of 1 August, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing

Activity/Output Description **3.2 WLIC 2022 Satellite Meeting co-sponsored with KM**

Activity/Output - e.g. Unit Guidelines, Workshop Series, etc.: **Satellite Meeting**

Activity/Output Category (most closely matched)

If you have a new category to add, please contact [professionalsupport@ifla.org](mailto:professionalsupport@ifla.org)

- Communications
- Curriculum/Framework/Checklist
- Database/Register/Map
- LMW or SDG-related
- Networking/Collaboration/Partnership
- Policy/Advocacy document or tool
- Publication (Report, Best Practices, Book, Journal Article)
- Seminar, workshop, webinar, event (not WLIC)
- Standard: Guideline or Technical Standard
- Standard or Guideline Tool/Toolkit
- Unit Membership
- WLIC Satellite Meeting

WLIC Session

Please provide a brief description of the activity/output: The Satellite Meeting is an annual event put on by the KM Section. A similar theme of the cancelled Satellite Meeting from 2020 will be reused, but the organizing team awaits further information from IFLA about the WLIC theme and expectations to best align the reused theme to WLIC's 2022 theme. The theme we plan to reuse is: *Human-Centered Knowledge Management: Connecting, Inspiring, and Engaging*, but we need to know the WLIC 2022 theme so the Satellite Meeting theme can be further tailored.

Activity/Output type

- New activity or initiative
- Revision of an existing output
- Continuation of an ongoing activity

This activity/output is matched most closely with which Key Initiative?

- 3.1 Provide excellent opportunities for face-to-face networking and learning
- 3.2 Support virtual networking and connections
- 3.3 Empower the field at the national and regional levels
- 3.4 Provide targeted learning and professional development

Beginning of cycle - What is the completion status as of today?

- Not started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Expected completion month July

Expected completion year 2022

Names of Standing Committee members who will be working on this activity/output: Xuemao Wang and Jane Dysart co-chair, others include Ágnes Hajdu Barát, Maggie Farrell, Stephen Lei, Liz Turner, Long Xiao

## Activity/Output Context

What need is this activity/output filling or what problem will be solved for your sector?

The Satellite Meeting is an annual activity put on by the KM Section. In general, the Satellite Meeting theme will address KM from a human-centered (rather than a technology-centered) approach. We cannot be more specific at this time without knowledge of WLIC's 2022 theme because we want to best align the theme of our Satellite Meeting with that of WLIC.

Library clients

Library Professionals

The library and information field as a whole

The library and information field in a specific region:

Our Unit's sector

Our Unit Standing Committee

Other - Write In:

What will the outcome for the target group be as a result of the work described?

Gained knowledge/awareness/understanding

Increased skills/competences/abilities

Increased access

Practice/Attitude/Behaviour changes

Resources saved

Policy changes

Other - Write In: Professional Networking

How will this activity/outcome move the Unit's sector forward? The Satellite Meeting is an annual event put on by the KM Section. Generally speaking, this Satellite Meeting will move the KM sector forward by providing a venue to consider and discuss KM from a human-centered approach rather than the more typical technological approach.

How will you measure the performance and impact of your work?

Survey

Focus group or interview

Other - Write In: Number of papers or presentation topics submitted; Diversity of geographic location of authors who submit papers or presentation topics; Number of attendees present at the Open Session.

## Activity/Output Collaborations

IFLA Professional Structure collaborators **Knowledge Management**

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators

Status of collaboration

Confirmed

Proposed

Potential

IFLA Regional Structure collaborators

Asia Oceania Regional Division

Europe Regional Division

Latin America and the Caribbean Regional Division

Middle East and North Africa Regional Division

North America Regional Division

Sub-Saharan Africa Regional Division

Status of Collaboration

Confirmed

Proposed

Potential

List any confirmed external collaborators

List any potential external collaborators

Please list any additional collaborators and the status of the collaboration below:

**Spencer Acadia, chair of KM Section, Knowledge Management Section; Jane Dysart, former KM Section Standing Committee Member**

Activity/Output Communication

How will you communicate this output to your stakeholders?

- Mailing list
  - Newsletter
  - Publication (Professional Report, guideline)
  - Workshop, Seminar, Virtual Event
  - WLIC Session
  - Social Media
  - Website, Blog post, news item
  - Other - Write In: **KM Newsletter**
- 

**Activity/Output Updates - Return to this section by the dates below to provide a status update for this output.**

2022 Mid-term Update - What is the completion status as of 15 March, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2022 Update?

2022 Mid-cycle Action Plan - What is the completion status as of 1 October, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this October 2022 Update?

Please describe any major changes/adjustments from initial 2021-23 Action Plan.

2023 Mid-term Update - What is the completion status as of Completion status as of 15 March, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2023 Update?

End of cycle - What is the completion status as of 1 August, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing

Activity/Output Description **3.3 WLIC 2023 Open Session**

Activity/Output - e.g. Unit Guidelines, Workshop Series, etc.: **Open Session**

Activity/Output Category (most closely matched)

If you have a new category to add, please contact [professionalsupport@ifla.org](mailto:professionalsupport@ifla.org)

- Communications
- Curriculum/Framework/Checklist
- Database/Register/Map
- LMW or SDG-related
- Networking/Collaboration/Partnership
- Policy/Advocacy document or tool
- Publication (Report, Best Practices, Book, Journal Article)
- Seminar, workshop, webinar, event (not WLIC)
- Standard: Guideline or Technical Standard
- Standard or Guideline Tool/Toolkit
- Unit Membership
- WLIC Satellite Meeting



WLIC Session

Please provide a brief description of the activity/output: The DH/DS SIG intends to host an open session at the 2023 WLIC. We are currently awaiting additional information about the conference theme and expectations before we move forward with planning.

Activity/Output type

- New activity or initiative  
 Revision of an existing output  
 Continuation of an ongoing activity

This activity/output is matched most closely with which Key Initiative?

- 3.1 Provide excellent opportunities for face-to-face networking and learning  
 3.2 Support virtual networking and connections  
 3.3 Empower the field at the national and regional levels  
 3.4 Provide targeted learning and professional development

Beginning of cycle - What is the completion status as of today?

- Not started  
 Less than 50% complete  
 More than 50% complete  
 Complete  
 Complete & ongoing  
 2022-2023 Output

Expected completion month August

Expected completion year 2023

Names of Standing Committee members who will be working on this activity/output: DH/DS SIG Convenor Xuemao Wang and SIG core leadership team.

Activity/Output Context

What need is this activity/output filling or what problem will be solved for your sector?

- Library clients  
 Library Professionals  
 The library and information field as a whole  
 The library and information field in a specific region:

- Our Unit's sector
- Our Unit Standing Committee
- Other - Write In:

What will the outcome for the target group be as a result of the work described?

- Gained knowledge/awareness/understanding
- Increased skills/competences/abilities
- Increased access
- Practice/Attitude/Behaviour changes
- Resources saved
- Policy changes
- Other - Write In: **Professional Networking**

How will this activity/outcome move the Unit's sector forward? **Open Sessions are essential in engaging with the IFLA community. They allow us to introduce new topics and perspectives in Digital Humanities/Digital Scholarship, and explore the challenges DH/DS faces in different global library environments.**

How will you measure the performance and impact of your work?

- Survey
- Focus group or interview
- Other - Write In: **Number of papers or presentation topics submitted; Diversity of geographic location of authors who submit papers or presentation topics; Number of attendees present at the Open Session.**

### Activity/Output Collaborations

IFLA Professional Structure collaborators

Status of collaboration

- Confirmed
- Proposed
- Potential

IFLA Professional Structure collaborators

Status of collaboration

- Confirmed
- Proposed
- Potential

## IFLA Regional Structure collaborators

- Asia Oceania Regional Division
- Europe Regional Division
- Latin America and the Caribbean Regional Division
- Middle East and North Africa Regional Division
- North America Regional Division
- Sub-Saharan Africa Regional Division

## Status of Collaboration

- Confirmed
- Proposed
- Potential

List any confirmed external collaborators

List any potential external collaborators

Please list any additional collaborators and the status of the collaboration below:

## Activity/Output Communication

How will you communicate this output to your stakeholders?

- Mailing list
- Newsletter
- Publication (Professional Report, guideline)
- Workshop, Seminar, Virtual Event
- WLIC Session
- Social Media
- Website, Blog post, news item
- Other - Write In:

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**Activity/Output Updates - Return to this section by the dates below to provide a status update for this output.**

2022 Mid-term Update - What is the completion status as of 15 March, 2022?

- Not yet started

- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2022 Update?

2022 Mid-cycle Action Plan - What is the completion status as of 1 October, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this October 2022 Update?

Please describe any major changes/adjustments from initial 2021-23 Action Plan.

2023 Mid-term Update - What is the completion status as of Completion status as of 15 March, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2023 Update?

End of cycle - What is the completion status as of 1 August, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing

Activity/Output Description **3.4 WLIC 2023 Satellite Meeting**

Activity/Output - e.g. Unit Guidelines, Workshop Series, etc.: **Satellite Meeting**

Activity/Output Category (most closely matched)

If you have a new category to add, please contact [professionalsupport@ifla.org](mailto:professionalsupport@ifla.org)

- Communications
- Curriculum/Framework/Checklist
- Database/Register/Map
- LMW or SDG-related
- Networking/Collaboration/Partnership
- Policy/Advocacy document or tool
- Publication (Report, Best Practices, Book, Journal Article)
- Seminar, workshop, webinar, event (not WLIC)
- Standard: Guideline or Technical Standard
- Standard or Guideline Tool/Toolkit
- Unit Membership
- WLIC Satellite Meeting
- WLIC Session

Please provide a brief description of the activity/output: **The DH/DS SIG is tentatively committing to hosting it's first SIG-led Satellite Conference at the 2023 WLIC. We are currently awaiting additional information about the conference theme and expectations before we move forward with planning.**

Activity/Output type

- New activity or initiative
- Revision of an existing output
- Continuation of an ongoing activity

This activity/output is matched most closely with which Key Initiative?

- 3.1 Provide excellent opportunities for face-to-face networking and learning
- 3.2 Support virtual networking and connections
- 3.3 Empower the field at the national and regional levels
- 3.4 Provide targeted learning and professional development

Beginning of cycle - What is the completion status as of today?

- Not started
- Less than 50% complete

- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Expected completion month **August**

Expected completion year **2023**

Names of Standing Committee members who will be working on this activity/output:  
**DH/DS SIG Convenor Xuemao Wang and SIG core leadership team.**

### Activity/Output Context

What need is this activity/output filling or what problem will be solved for your sector?

**This activity will provide visibility for the SIG and expand the IFLA Community's knowledge base concerning DH/DS.**

- Library clients
- Library Professionals
- The library and information field as a whole
- The library and information field in a specific region:
- Our Unit's sector
- Our Unit Standing Committee
- Other - Write In:

What will the outcome for the target group be as a result of the work described?

- Gained knowledge/awareness/understanding
- Increased skills/competences/abilities
- Increased access
- Practice/Attitude/Behaviour changes
- Resources saved
- Policy changes
- Other - Write In: **Professional Networking**

How will this activity/outcome move the Unit's sector forward **A satellite meeting will allow us to delve deeper in DH/DS topics and provide more comprehensive coverage and learning opportunities for attendees. It will also be used as broader community engagement and a gauge for the IFLA community's interest in a DH/DS Section, for which we'll be applying.**

How will you measure the performance and impact of your work?

Survey

Focus group or interview

Other - Write In: Number of papers or presentation topics submitted; Diversity of geographic location of authors who submit papers or presentation topics; Number of attendees present at the Satellite Meeting.

### Activity/Output Collaborations

IFLA Professional Structure collaborators **Information Technology Section**

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators **Academic and Research Libraries Section**

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators **Special Collection Section**

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators **Big Data Special Interest Group**

Status of collaboration

Confirmed

Proposed

Potential

IFLA Professional Structure collaborators **Artificial Intelligence (AI) Special Interest Group (to be formed)**

Status of collaboration

- Confirmed
- Proposed
- Potential

IFLA Regional Structure collaborators

- Asia Oceania Regional Division
- Europe Regional Division
- Latin America and the Caribbean Regional Division
- Middle East and North Africa Regional Division
- North America Regional Division
- Sub-Saharan Africa Regional Division

Status of Collaboration

- Confirmed
- Proposed
- Potential

List any confirmed external collaborators

List any potential external collaborators

Please list any additional collaborators and the status of the collaboration below:

Activity/Output Communication

How will you communicate this output to your stakeholders?

- Mailing list
- Newsletter
- Publication (Professional Report, guideline)
- Workshop, Seminar, Virtual Event
- WLIC Session
- Social Media
- Website, Blog post, news item
- Other - Write In:

---

Activity/Output Updates - Return to this section by the dates below to provide a status update for this output.



2022 Mid-term Update - What is the completion status as of 15 March, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2022 Update?

2022 Mid-cycle Action Plan - What is the completion status as of 1 October, 2022?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this October 2022 Update?

Please describe any major changes/adjustments from initial 2021-23 Action Plan.

2023 Mid-term Update - What is the completion status as of Completion status as of 15 March, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2023 Update?

End of cycle - What is the completion status as of 1 August, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete

Complete

Complete & ongoing

If you don't have an output aligned to this Strategic Direction, click the *Save&Next* button.

---

## Strategic Direction 4 - Optimise our Organisation

We maximise our ability to deliver on our missions in the present and future. We prepare for the long term through the development of ambitious yet realistic plans for ongoing stability and sustainability. Key to this are efforts to grow and diversify our membership, strengthen our regional presence, and actively engage members through an effective professional structure and a wide variety of volunteering possibilities. We will increase our visibility, and provide efficient, effective, and innovative services and support.

This section asks the Units to identify actions specifically related to attracting members to the Standing Committee (formally &/or informally) and specific actions related to the communications of their activities to stakeholders and the field.

All units are encouraged to consider at least one action related to membership and to communications.

### 4) Strategic Direction 4 Activities/Outputs

**Can be duplicated for multiple outputs.**

Activity/Output Description **Create roadmap to update SIG to a full section**

Activity/Output - e.g. Unit Guidelines, Workshop Series, etc.: Framework for SIG growth

Activity/Output Category (most closely matched)

If you have a new category to add, please contact [professionalsupport@ifla.org](mailto:professionalsupport@ifla.org)

Communications

Curriculum/Framework/Checklist

Database/Register/Map

LMW or SDG-related

Networking/Collaboration/Partnership

Policy/Advocacy document or tool

Publication (Report, Best Practices, Book, Journal Article)

- Seminar, workshop, webinar, event (not WLIC)
- Standard: Guideline or Technical Standard
- Standard or Guideline Tool/Toolkit
- Unit Membership
- WLIC Satellite Meeting
- WLIC Session

Please provide a brief description of the activity/output:

Activity/Output type

- New activity or initiative
- Revision of an existing output
- Continuation of an ongoing activity

This activity/output is matched most closely with which Key Initiative?

- 4.1 Foster the long-term financial continuity and stability of the organisation
- 4.2 Effectively mobilise our human resources and networks
- 4.3 Increase, diversify and engage our membership
- 4.4 Increase our visibility through excellent and innovative communications

Beginning of cycle - What is the completion status as of today?

- Not started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Expected completion month **July**

Expected completion year **2023**

Names of Standing Committee members who will be working on this activity/output: **SIG convenor Xuemao Wang and SIG core leadership team.**

Activity/Output Context

What need is this activity/output filling or what problem will be solved for your sector?

Target group(s)

- Library clients
- Library Professionals
- The library and information field as a whole
- The library and information field in a specific region:
- Our Unit's sector
- Our Unit Standing Committee
- Other - Write In:

What will the outcome for the target group be as a result of the work described?

- Gained knowledge/awareness/understanding
- Increased skills/competences/abilities
- Increased access
- Practice/Attitude/Behaviour changes
- Resources saved
- Policy changes
- Other - Write In: **Advancement within organization**

How will this activity/outcome move the Unit's sector forward? **The roadmap will identify what we need to accomplish in preparation for our application to become a Section.**

How will you measure the performance and impact of your work?

- Survey
- Focus group or interview
- Other - Write In: The SIG's successful promotion to a Section.

### Activity/Output Collaborations

IFLA Professional Structure collaborators

Status of collaboration

- Confirmed
- Proposed
- Potential

IFLA Professional Structure collaborators

Status of collaboration

- Confirmed
- Proposed
- Potential

#### IFLA Regional Structure collaborators

- Asia Oceania Regional Division
- Europe Regional Division
- Latin America and the Caribbean Regional Division
- Middle East and North Africa Regional Division
- North America Regional Division
- Sub-Saharan Africa Regional Division

#### Status of Collaboration

- Confirmed
- Proposed
- Potential

List any confirmed external collaborators

List any potential external collaborators

Please list any additional collaborators and the status of the collaboration below:

#### Activity/Output Communication

How will you communicate this output to your stakeholders?

- Mailing list
- Newsletter
- Publication (Professional Report, guideline)
- Workshop, Seminar, Virtual Event
- WLIC Session
- Social Media
- Website, Blog post, news item
- Other - Write In:

---

Activity/Output Updates - Return to this section by the dates below to provide a status update for this output.

2022 Mid-term Update - What is the completion status as of 15 March, 2022?

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- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2022 Update?

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- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this October 2022 Update?

Please describe any major changes/adjustments from initial 2021-23 Action Plan.

2023 Mid-term Update - What is the completion status as of 15 March, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete
- Complete & ongoing
- 2022-2023 Output

Any information to add about this March 2023 Update?

End of cycle - What is the completion status as of 1 August, 2023?

- Not yet started
- Less than 50% complete
- More than 50% complete
- Complete

Complete & ongoing

If you don't have an output aligned to this Strategic Direction, click the *Save&Next* button.

---

## Professional Council (PC) Funding

Would you like to submit a funding proposal?

- Yes, for 2021-2022
- Yes, for 2022-2023
- Not now, will return to do later
- No

Please submit Professional Council Funding Requests for 2022-2023 beginning in August 2022.

---

## 2021-2022 PC Funding Proposal

Please review the Guidelines for Professional Council Funding before starting your proposal.

For which output would you like to request funding?

The Professional Council funding requests are typically approved for amounts between 400€ to 3000€.

What amount is the Unit requesting?

Category for which funds are requested

- General Support
- Publishing Support
- Project Support
- Admin Support

( ) Other - Write In:

Please provide detail on why funding is required and how the funding will be used.

Please provide a budget forecast for requested funds

Sustainability plan

( ) Continuing funded not needed

( ) Will seek outside funding to continue project

( ) Have secured outside funding to continue project

( ) Other - Write In: \_\_\_\_\_

Any information to add?

[This page is for the Division Committee Chair]

Division Committee Chair Recommendation

( ) Approve proposal moves forward to PC

( ) Revise and resubmit funding proposal

( ) Does not meet funding guidelines

Comments:

---

## 2022-2023 PC Funding Proposal

Please review the Guidelines for Professional Council Funding before starting your proposal.

For which output would you like to request funding?



The Professional Council funding requests are typically approved for amounts between 400€ to 3000€.

What amount is the Unit requesting?

Category for which funds are requested

- General Support
- Publishing Support
- Project Support
- Admin Support
- Other - Write In:

Please provide detail on why funding is required and how the funding will be used.

Please provide a budget forecast for requested funds

Sustainability plan

- Continuing funded not needed
- Will seek outside funding to continue project
- Have secured outside funding to continue project
- Other - Write In: \_\_\_\_\_

Any information to add?

[This page is for the Division Committee Chair]

Division Committee Chair Recommendation

- Approve proposal moves forward to PC
- Revise and resubmit funding proposal
- Does not meet funding guidelines

Comments:

---

## Ready for Division Committee Chair Review

If the Plan or Plan update is ready for your Division Committee Chair, please click the *Save&Next* button, close the browser and contact your Division Committee Chair letting them know your Action Plan is complete.

---

### Division Committee Chair Review

[This question is for the Division Committee Chair]

The Division Committee Chair has approved the Unit's 2021-2023 Action Plan - due by 1 November 2021

yes

Division Chair Comments:

[This question is for the Division Committee Chair]

The Division Committee Chair has approved the March 2022 Midterm Update - Due by 15 March 2022

yes

Division Chair Comments:

[This question is for the Division Committee Chair]

The Division Chair has approved the Mid-cycle Action Plan 2022-23 - due by 1 October 2022

yes

Division Chair Comments:

[This question is for the Division Committee Chair]

The Division Committee Chair has approved the 2023 mid-term update - Due by 15 March 2023

yes

Division Chair Comments: