Approved Minutes
June 2024 Professional Council Meeting
Thursday, 13 June 2024, 21:00 - 23:00 CET
Virtual

Present: Te Paea Paringatai (Professional Council Chair), Marian Morgan Bindon (Chair, Division Committee A, and Professional Council Vice-Chair), Karin Byström (Chair, Division Committee C), Ann Okerson (Chair, Division Committee D), Russell Lynch (Chair, Division Committee E), Edmund Balnaves (Chair, Division Committee G), Athena Salaba (Chair, Division Committee H), Saif AlJabri (Chair, Middle East and North Africa Regional Division), Diane Koen (Chair, North America Regional Division)

IFLA HQ team: Sharon Memis (IFLA Secretary General), Helen Mandl (IFLA Deputy Secretary General), Megan Price (IFLA Professional Support)

Apologies: Lisa Janicke Hinchliffe (Chair, Division Committee B), Samira Zahra (Chair, Division Committee F), Ayanda Lebele, (Chair, Sub-Saharan Africa Regional Division), Vicki McDonald (IFLA President)

Observers: There were 11 observers in attendance

Welcome and Apologies

1.0   Approval of agenda

        Resolution: The agenda was approved.

1.1   Approval of Minutes from May 2024 meeting

        Resolution: The minutes were approved

2.0   *Items for information only
2.1   Professional Unit updates

        The Council noted the report

2.2   PC Funding update

        The Council noted the report

2.3   Actions from previous meetings

        The Council noted the report

2.4   Standards and publications

        The Council noted the report

2.5   DDRS Interlending Conference update

        The Council noted the report

2.6   LSN Name Change

The Council noted the report

2.7   Extra-ordinary election Chair, Division Committee F

The Council noted the report

2.8   IFLA Dynamic Unit and Impact Award

        The Council noted the report

3.0   Strategic matters for discussion (110 minutes)
3.1   Governing Board Working Group update
        ●   Code of Conduct for Volunteers
            An analytical view of existing codes of conduct has been done, which has informed an
            overall framework for the development of the code itself. A draft is currently being written,
            which will then be shared with the volunteers for their feedback, via survey.

            The code will be revised based on this feedback and input to ensure that it is as inclusive a
            process as possible. We will then consider that feedback and provide another opportunity to
            and iterate the draft code and then provide another opportunity for volunteers to view the
            iterated version which will have considered the feedback. This draft is the vision that will go
            through to the Governing Board for consideration at the December meeting.

        ●   WLIC Review
            The team has been reviewing the findings from the first pulse survey – 405 respondants with
            an overwhelming number, with 94% indicating that WLIC was an essential component of
            IFLA offerings/field need. The next survey will be focused around the content of the
            Congress, which is Working Group's current focus.

3.2   Subcommittee Discussion
        ●   Data Management

            Nothing to report – the Data Management subcommittee will consider a merge with the
            Tools & Planning subcommittee, due to overlap.

        ●   Governance

The Governance Subcommittee continues its work on the Section Review Guidelines.

Scheduling
The draft Guidelines include two Schedule options:
- Balanced distribution to avoid a larger number of reviews within each Division. In this option on average two Section per Division will be reviewed each year.
- Can select 1-2 topics to be reviewed per year. Allows for better assessment of similarities, overlapping scopes, and comparisons. Results in uneven distribution of each Division's Sections with some Divisions scheduling all of its Section in the same year.

Timeline
To ensure a decision is made before the start of the election process for Sections, the communication of the process and preparation of the Self-study could start the year before the review year. A draft timeline is suggested:

- 01 11 YY   PC advises on the Section review process and timeline
- 05 11 YY   Division Chairs inform all unit officers of the Section review schedule and the reviews to follow
- 15 11 YY   PC (PSO) to communicate the review process to Sections
- 15 12 YY   HQ to provide data analysis based on Section 3
- 01 02 YY   Section to submit self-study report to Section's Division Committee Chair
- 15 02 YY   Division Chair to submit the report to the Professional Committee.
- 30 04 YY   Governance Subcommittee to review materials, meet with Division Chairs and Sections, make recommendations to PC
- DD 05 YY   Professional Committee to make recommendations to the GB.
- 06 – 08 YY   Governing Board to make the decision.

For example, for the units reviewed in 2025, the communication and preparation is scheduled for Nov-Dec 2024, The Self-study is due 01 Feb 2025, with an expected decision by the GB in summer 2025

Self-study content
To avoid duplication of submitted data, Sections are asked to make sure their Annual Reports and meeting minutes are uploaded in the repository and updated Actions plans are reflected in Infinity. They do not have to include those in their Self-study. Instead, questions are focusing on relevance, engagement, and impact.

Input
The Subcommittee will be seeking feedback from Division Chairs, encouraging them to consult with their Sections on the best arrangements, including other grouping options, and process timeline.

- Tools and Planning

  DOI – See 3.2.1 below

  Standards for software acquisition

Suggestion is following PC feedback to forward to ITS/Management/Collections for feedback for different perspectives on software acquisition

Unit requests for tools funding
Units are exploring additional tools based on their individual needs. This may not scale well for PC funding but also may highlight areas of opportunity.

More generally we want to make sure that we don't see piecemeal adoption of different tools across sections when there might be a more efficient way of licensing a tool. EG Alternative systems such as ghost may give better price points / cloud hosting options. A review of the above examples will help feed into a wider review of similar tools

Use of AI for meetings with assent
An incident of use of an AI tool (not Zoom AI). This occurrence highlighted the difficulty of a structured adoption of tools but also the need to provide guidance in the context of many emerging tools.

The incident highlighted the difficulty of ways in which tools can be deployed without permission of the participants outside the constraints of the Zoom environment. Discussed the idea of opening disclaimers to meetings regarding recording the meeting with AI or otherwise without participant consent to ensure that all attendees are aware of the boundaries of ethical behaviour and consent around participating in meetings.

Merge with Data Management Subcommittee
The meeting had a discussion around refactoring subcommittees - eg merging Tools/Data Managment or refactoring to Tools/Planning given the overlap between the two subcommittees

Email accounts
IFLA HQ advised that ifla.org mail accounts can't be more widely used.   Alternative possibility might be to use Google suite to provide ifla-like domains for use by office holders, or use of alias.

Discuss with Data Management/Russell the idea of evaluating a tool for this as it is a key element of knowledge retention in transition between office holders. Megan raised the possibilities of using a tool integrated with Basecamp providing email addresses for unit holders.   She will provide more feedback on this after exploring options.

- Professional Events 2024 & WLIC 2025

No updated report for IFLA Professional events 2024. We await GB's decision re. WLIC 2025.

Feedback on reports:
- The method for which the review is carried out or achieved, or any milestones is with a generous heart. We are all volunteers, and we all come together for that greater purpose which is our global library field.

- These reviews are to ensure that our volunteers are supported appropriately and that units are supported appropriately. The review captures a moment in time a good baseline, to see how things are tracking. What are the influencing events that have contributed to any dip and productivity or engagement.
- Some of this material, if we were ever to stand back and reflect on the division structure itself, could be quite valuable. Particularly if we were to think about rebalancing the divisions themselves because a recurrent comment that has come up in dicussions is that some SIGs aren't in the same division as their sponsoring unit.
- The model, which was grouping reviews by topical similarity, might be a good angle to view when considering a rebalance of the Divisions.

3.2.1 DOI submission
A proposal for DOI with Datacite as provider was presented to the Professional Council.

Resolution: The Council approved this proposal, and it will now move to the Governing Board

3.3 Action planning

An update and data from the March 2024 Action Plan update were provided and reviewed by the Professional Council.

The Council noted the update

3.4 IFLA Publication proposal - IFLA 100
Titles proposed for the IFLA Publications Series published by De Gruyter come to the Professional Council for approval. Titles published in this series should contain work of value to IFLA and to the library field.

The initial proposal goes to the Series Editor for discussion and review. This particular proposal has gone through revisions following feedback from the Series Editor and IFLA HQ. It is intended that the title is a formal part of the celebrations of IFLA's 100 years in 2027. It continues and updates a major history of IFLA that was written for the 50th anniversary celebrations in 1977.

If approved, the title editors will then begin calls for chapters that provide an analysis of IFLA's history within the context of broader international trends and technological developments that have taken place over the past 100 years.

The timeline is to have the title ready for publication by late 2026.

Resolution: The proposal was approved

4.0 Division matters (10 minutes)
4.1 Co-opting update
4.2 Other matters not covered in 3.0
4.2.1 Due to the time zone of the newly-elected Chair, Division F, a new PC meeting start time schedule   will be proposed and circulated via Basecamp for feedback, prior to the July 2024 meeting.

5.0   Other matters

The Chair, North America Regional Division gave an update on their meeting which will take   place at ALA in San Diego, California. This will be a hybrid meeting – information on joining and   on the content of the meeting will be posted to the Officer Basecamp.

6.0   Closing

Upcoming meetings

Professional Council

- 25 July 2024, TBD CEST, online
- w/c 19 August 2024, TBD CEST, online
- 3 October 2024, 09:00 AEST, hybrid
- 14 November 2024, TBD CET, online

Governing Board

- July – November TBD
- 9-11 December 2024, Den Haag
- 7-9 April 2025, Den Haag

Regional Council

- w/c 8 July 2024

General Assembly

- 20 June 2024, hybrid