



Approved Minutes
Professional Council Meeting
Thursday, 28 October 2021, 13:00-14:30 CEST
Teleconference

Present: Adjoa Boateng (Chair, Professional Council), Leslie Weir (Chair, Division A), Anoja Fernando (Chair, Division B), Dilara Begum (Chair, Division C), Patrick Danowski (Chair, Division D), Jan Richards (Chair, Division E), Man Yi Helen Chan (Chair, Division F), Te Paea Paringatai (Chair, Division G), Camille Callison (Chair, Division H), Nthabiseng Kotsokoane (Regional Council Chair)

Staff: Gerald Leitner, (Secretary General) Helen Mandl (Deputy Secretary General and Director, Member Services), Megan Price (Professional Support Officer).

Welcome and Apologies

The Professional Council Chair introduced the Regional Council Chair Nthabiseng Kotsokoane, who will be attending as liaison between the two Councils.

1.0 General business

1.1 Approval of agenda

The Chair noted a closed session for Professional Council members related to staff matters would be held at the end of the meeting.

Resolution: The agenda was approved.

1.2 Minutes of previous meeting 2 September 2021

Resolution: The minutes of the meeting held on 2 September 2021 were approved.

2.0 *For information

2.1 Unit updates

An update on Units + IFLA Strategy coverage, Professional Unit Virtual Events, and Standing Committee changes was provided.

The Committee noted the report.

2.2 WLIC Coaching Initiative Report (CPDWL and M&M)

A report on the 2021 WLIC Coaching initiative was provided by the Continuing Professional Development and Workplace Learning and the Management and Marketing Sections was provided.

The Committee noted the report.

2.3 Professional Council funds update

An update on PC funds and expenditures was provided.

The committee noted the report.

- 3.0 Division matters**
- 3.1 Celebrations, questions, comments, concerns**
- 3.2 Division Committee Chair Best Practices – e.g. Basecamp, meetings**

Division Chairs raised questions brought to them by their Division Committees. A discussion of Professional Council paper management, Basecamp use among Division Committees, and Professional Council Meetings was held.

- 3.3 Results of Officer survey on training requirements**
- 3.3.1 Annex 1: Officer survey on training requirements data**

An overview of the results of the Officer survey on training requirements was provided. Division Chairs discussed their role in training through support, coaching, guidance and direct skills support to the Officers in their Division, based on the needs of their respective Committees. IFLA HQ will provide a range of training opportunities over coming months. Specific training to assist committee leaders and to improve engagement among standing committee members was highlighted. Division Chairs with extensive past experience will be asked to contribute.

- 4.0 Strategic matters**
- 4.1 Role, priorities and goals of the 2021-23 Professional Council**

A discussion of the draft document containing the roles, priorities and goals for the 2021-23 Professional Council was held. The document will be finalized over the next two days and presented to the Governing Board at their November 2021 Meeting. Working groups and their members were established for existing Action Items: Finalise procedures for co-opting members and mentors; Clarify the speaker grant application process PC/PSO; WLIC 2022 Sub Committee and timeline; Section and SIG Reviews/Networks and Working Groups.

Resolution: Preliminary subcommittees were formed to address priority items (see 6.0).

- 4.2 2020-2021 Annual Reports**
- 4.2.1 Annex 2: 2020-2021 Annual Report data**

A report on 2020-2021 Annual Reports was provided. A request for feedback on what Division Chairs would like to see measured to inform strategic work was requested.

Resolution: Division Chairs will provide feedback for 2021-2022 reporting measurements to the Professional Support Officer for inclusion in the 2021-22 Annual Report Form.

- 4.3 Artificial Intelligence Special Interest Group (AI SIG) proposal**

A proposal by the Information Technology Section for the formation of an Artificial Intelligence SIG (AI SIG) was provided and discussed by the Professional Council.

Resolution: The Professional Council resolved to give permission to hold an exploratory meeting as the next step concerning the establishment of an Artificial Intelligence SIG within IFLA. The meeting should be widely publicised within IFLA.

- 4.4 WLIC 2022**

At its meeting on 2 November, the Governing Board will discuss the format and finances for the Congress in Dublin in July 2022.

Once this has been decided, support will be required from the Professional Council to determine the professional programme. In 2021, a taskforce comprising a small group of Professional Committee members, the Secretary General and HQ staff, worked intensively to shape and curate the programme. This resulted in higher quality presentations that were well received by the delegates at the virtual Congress.

Resolution: A subcommittee to contribute to WLIC 2022 was formed. (See 6.0).

4.5 Networks Discussion

Further discussion on networks within the new IFLA structure will be part of Professional Council's work on its goals and priorities.

5.0 Operational matters

5.1 Actions from Previous Meetings

An overview of the work that had been completed following the September 2021 meeting of the Professional Council was provided, along with a status update of ongoing work. New items were added to the list and dates were set as available.

Resolution: An updated action list will be shared with the Professional Council and reported on at the December 2021 meeting.

5.2 Standards, Guidelines & Publications update

5.2.1 Annex 3 School Libraries Manifesto

An update on the work being done by Units on IFLA Standards, Guidelines and publications work was provided.

A final draft of the School Libraries Manifesto, updated from its jointly-endorsed, IFLA-UNESCO 1999 version, was presented to the Professional Council for information before proceeding to the Governing Board. The School Libraries Section and International Association of School Librarianship (IASL) collaborated to produce this updated manifesto content. IFLA HQ has determined alignment of the draft to be coherent with wider IFLA positioning. After review by the Professional Council, the manifesto will be presented to the Governing Board (GB) at their November meeting, where the GB will decide whether to approve its forwarding on to UNESCO for feedback and approval.

The Series Editor of the IFLA Publications Series has submitted a proposal for a new publication titled: *LIS Education in research methods: International perspectives*. Proposals come to the Professional Council for approval. Three editors will take responsibility for compiling the chapters of the book. The Chair of the relevant Section and the Division Chair have given their approval. It is recommended that the title be approved for development within the IFLA Publications Series.

Resolutions:

1. The update on the status of various standards and guidelines was noted.
2. The School Libraries Manifesto will move forward to the Governing Board at their November meeting, for approval to seek comment and possible continued endorsement by UNESCO.
3. The proposal for a new title in the IFLA Publications Series: *LIS Education in research methods: International perspectives* was approved.

6.0 Other business

6.1 Wrap-up and next steps

1. Professional Council papers will be uploaded to the new Extranet (once established) and also posted in the PC Basecamp for ease of access. The documents will be posted as both individual Microsoft Word documents and as one full PDF document. A link to the extranet from Basecamp will be provided once established.
2. A process will be developed to allow observers as defined in the Rules of Procedure - Rule 28.1 - 28.1.6 https://cdn.ifla.org/wp-content/uploads/ifla-statutes-and-rules-of-procedure_2021-08-26_en-4.pdf
3. A document of tips and hints for running successful Standing Committees will be posted to the PC. Google Drive to add to, and for Division Committee Chairs to then share with their Division Committees.
4. The Professional Council objectives document will be revised and presented at the November Governing Board meeting.

5. The PSO will send the Division H Committee Chair information to respond to the Information Technology Section regarding the AI SIG formation process with cc. To the Professional Council Chair and Regional Council Chair .
6. Division Chairs will provide feedback for 2021-2022 reporting measurements to the Professional Support Officer for inclusion in the 2021-22 Annual Report form by 8 November.
7. The PSO will assist the Division C Committee Chair with Basecamp.
8. Captured SIG questions from Units will be posted to Basecamp for discussion.
9. The time of the February 2022 Meeting will be confirmed.
10. Professional Council Sub-committees 2021-2022

Activity	Subcommittee members
Finalise procedures for co-opting members and mentors and the questions regarding SIGs and Networks	Adjoa Boateng, Camille Callison, Patrick Danowski, Jan Richards, Leslie Weir
Clarify the speaker grant application process PC/PSO	Anoja Fernando, Te Paea Paringatai
WLIC Subcommittee	Adjoa Boateng, Camille Callison, Dilara Begum, Helen Chan, Patrick Danowski, Nthabiseng Kotsokoane, Jan Richards, Leslie Weir
Manage the development of Professional Unit Digital Records Management and Preservation Policies via an appointed working group PC	On hold

Confirmed 2021 dates

- Governing Board 2 November 2021 12:15 – 13:45 CET Teleconference
- Professional Council 2 December 2021 13:00 – 14:30 CET Teleconference
- Governing Board 13-17 December 2021 TBD TBD

Proposed 2022 dates

- Professional Council 24 or 25 February 2022 TBD Teleconference

7.0 Closed Session

A closed session was held, including members of the Professional Council and the Regional Council Chair. The Division B Chair was not present for this part of the meeting.