



IFLA CDPWL

Continuing Professional Development and Workplace Learning Section

Standing Committee Meetings – Lyon 2014

MINUTES

CPDWL SC Meeting 1: **Saturday August 16 12.30 - 15.00**,
Session 26, Room: Foyer Gratte-Ciel Parc

Attending:

- **Officers:** Ulrike Lang (Co-Chair), Catharina Isberg (Co-Chair), Sandy Hirsh (Secretary), Monica Ertel (Information Coordinator), Juanita Jara de Sumar (Newsletter Editor)
- **Standing Committee Members:** Eileen Breen, Matilde Fontanin, Anne Lehto, Vivian Lewis, Cindy Lombardo, Mary-Jo Romaniuk, Ewa Stenberg
- **Corresponding Members:** Mary L Chute, Susan Schnuer, Jana Varlejs, Lydia Namugera
- **Regrets:** Rebecca Brown, Linden Fairbairn, Loida Garcia-Febo, Annamarie Goosen, Margaret Law
- **Visitors:** Britta Biedermann, Britt Omstedt, Mathilde Servet, Dhani Kangalee, Jane W.F. Smith, Peter Burnett, Aikatezini Balapanidou, Hassan Saafi, Moshin Alharbi, Clare Walker, Kawama Joseph

CPDWL SC Meeting 2: **Thursday August 21 9.45 - 11.45**,
Session 205. Room: Bellecour 1

- **Officers:** Ulrike Lang (Co-Chair), Catharina Isberg (Co-Chair), Sandy Hirsh (Secretary), Monica Ertel (Information Coordinator), Juanita Jara de Sumar (Newsletter Editor)
- **Standing Committee Members:** Matilde Fontanin, Loida Garcia-Febo, Anne Lehto, Vivian Lewis, Cindy Lombardo, Margaret Law, Mary-Jo Romaniuk, Ewa Stenberg
- **Corresponding Members:** Mary L Chute, Susan Schnuer
- **Regrets:** Eileen Breen, Rebecca Brown, Linden Fairbairn, Annamarie Goosen, Jana Varlejs (Corresponding)
- **Visitors:** Mary Ellen Davis, Jane W.F. Smith, Ruth Bassey, Omoh Atsenokha, Ngozi B. Ukachi, Ann Kibuuka, Irene Mbawaki, Sibusisiwe Mgguba, Neesha Ramsumav, Fehintola Onifade, Lydia Namugera, Bonnie Smith, Delphine Rosez, Rose Bini Okiy, Ucha Mbofung, Judy Brooker, Lydia Namugera

Agenda

1. **Welcome and Introductions** – Everyone introduced themselves.
2. **Agenda** - The agenda was reviewed, some items re-ordered, and approved.
3. **Apologies** – See above for “Regrets”.
4. **Approval of minutes from Section meetings in Singapore** - Approved
5. **Co-chairs Report – Ulrike Lang/Catharina Isberg** – Co-Chairs discussed some new changes with the IFLA Journal. The new editor set a new policy. It is no longer required to select 1-2 papers for the editorial committee; authors of WLIC papers will need to initiate on their own to submit directly to IFLA Journal where the submissions will be peer reviewed.
6. **Standing committee members and corresponding members**
 - a. **Standing Committee Members status** – We got a list from HQ but it is not completely accurate. 5 colleagues can be re-nominated next year, 10 in first term, and 5 vacant places (Monica

Ertel and Ulrike Lang are not eligible for reappointment). The committee members were asked to think about possible people to recruit to the committee. It was discussed in Singapore that it would be especially welcome to add African and Asian colleagues.

- b. **Information about “no show” policy for Standing Committee** – It is required that members of the standing committee must show up at conferences unless they are excused; if a member “no shows” for 2 years in a row, then the member will be removed from the standing committee. An Observer raised a concern that committing to attending conferences regular may be challenging when coming from developing countries due to the expense. There was a recommendation to consider doing a **virtual** online mid-year meeting.
 - c. **Eligibility for reappointment** - Ulrike asked Headquarters if a Standing Committee member could come back on the committee after two years and the answer was ‘no.’ An ex-Standing Committee member can stay on as a corresponding member and can be nominated again after four years.
7. **Report from Leadership Brief** – Ulrike Lang, Catharina Isberg - Here is what they learned:
- a. Officers Corner – use this on the IFLA website to access documents related to running committees.
 - b. Administration funds – In the past, the sections could apply for money. But since most sections didn’t apply, the amount of money allocated was reduced to only 150 euros but it is not clear what you can spend this on.
 - c. Procedures Manual - will be produced soon.
 - d. Action plan – We have action plan for 2013-2014 and beyond. Ulrike will work on the update right after the conference when the programmes for 2015 are settled.
 - e. Trend report - Should be considered when planning new programs.
 - f. Lyon Declaration – Launching on Monday 9:30am; people are encouraged to sign the declaration on behalf of their institution/organization. It can be signed at the IFLA Booth.
 - g. Professional Committee – PC will be looking at the IFLA structure (again) and there will be a new strategic plan for IFLA because this one will end in 2015. Next one will go to 2020.
8. **Report from Division Meeting** - Ulrike Lang, Catharina Isberg
- a. Ulrike reported that IFLA has removed links to the blogs from the IFLA webpage because they felt there wasn’t enough traffic. However, standing committees can continue to have their blogs if they wish.
 - b. Standing committees can ask for administrative funds when they need them.
 - c. In 2014, standing committees are eligible for 50 euros a year. The Professional Board reported that most sections do not apply for this money. Ulrike recommends that CPDWL ask for funds for a flyer.
 - d. After discussions, the Professional Committee announced the location for the conference in two years already -- at the beginning of the conference during the Leadership brief. This is necessary for planning satellite meetings during the Standing Committee meetings. They did not do this, this year but Catharina and Ulrike called for again.
 - e. There will be Chair elections next year, with nominations sought this year. Outgoing chairs and secretaries will be able to be nominated.
 - f. PC and GB will not support the “adopt a student” program. They asked the sections to support.
 - g. The division members asked the division chair to continue the discussion with PC and GB about the results of the IFLA-DIAL working group last year to increase the communication in IFLA.
9. **CPDWL projects**
- CPDWL Conference Program Handbook – Susan Schnuer

- a. Susan recommended that we create a space on the website to share information about what has been done before at previous satellite meetings and programs. She is going to work with a subcommittee to determine how to do this.
 - b. Sub-committee members: **Mathilde Fontanin and Juanita Jara de Sumar.**
- Quality Guidelines – Jana Varlejs
 - a. She submitted this in a book proposal to IFLA Publications Committee; however, they felt it would be better to put out an IFLA report rather than a hard cover book. She has been working on this since mid-May. The content has been rearranged and she is re-working examples and best practices. The content has been made more international than it was before.
 - b. Quality Guidelines Review Team: This group will review the draft and give input. **Team includes: Clare Walker, Juanita Jara de Sumar, Mary Chute, Susan Schnuer, Margaret Law, Vivian Lewis**
- Webinars – Loida Garcia-Febo
 - a. Loida thanked the committee for their support of the New Professionals webinars. She would like to continue this and proposed doing these three to four times a year. In 2015, the New Professionals will coordinate the June webinar and she would like CPDWL to coordinate the other two (March and October) This involves finding the speakers, reviewing their papers, working with them to make sure their papers and PowerPoints are done on time, making sure the technology is set up and working and liaising with ALA. It was also suggested that it would be good to have another webinar for South America in Spanish and Portuguese.
 - b. **Matilde and Mary are interested in helping.**
 - c. Loida reported that 45 – 60 people attend ‘real-time’ but all sessions are recorded so they can be listened to at any time. A question was raised about how to determine how many people are accessing the recorded webinars. Loida will check into this.
 - d. Susan suggested that perhaps one of the webinars could take advantage of the MOOCs session.
 - e. The Knowledge Café topics could also be turned into possible webinars.
 - f. Ulrike is going to send out an email after the conference to see who is interested in coordinating these.
- Other

10. WLIC 2014 – Programs in Lyon

- a. MOOC Session (Monday): Sandy Hirsh discussed plans for MOOC session. The MOOC session was a big success. All the speakers were excellent and there was a big turnout.
- b. Knowledge café (Thursday): Ulrike Lang discussed plans for the Knowledge Café in partnership with Knowledge Management and Library and Research Services for Parliaments Committees.
- c. Knowledge Management Pre-Conference: Ulrike Lang attended and reported on the meeting. Only 36 showed up (after 75 registrations in advance). Discussion at the end of this meeting focused on professional development so she invited them to our Satellite session next year.
 - c.i. Feedback regarding arrangements: Information came out too late to make arrangements to arrive early for this. There were no times and order of speakers so was hard to make arrangements as well.

11. Treasurer’s report and financial information – Ulrike Lang

- a. 3368 euros from CPDWL can be used for the satellite meeting

12. Information and communication of CPDWL

- Information Coordinator’s report – Monica Ertel

- a. Blogging: Professional Committee reported that not many people contributed or read the IFLA blog so the PC stopped producing it. PC wants standing committees to work more on websites than producing blog posts. Monica Ertel to check on CPDWL blog traffic.
 - b. Monica Ertel thanked Eileen Breen for her help in posting information. We have had about 15 blog posts this year, and 50 posts on Facebook.
 - c. Communication Plan: Plan has been updated and will be posted to the website.
 - d. Challenge: It continues to be a struggle is to get content. We advertise a lot of what we do in standing committee but need additional information about what people are doing with regard to professional development. Send content to Monica Ertel or post to blog or facebook yourself.
- Report from the communication group: This group hasn't been very active yet.
 - a. Communication Team: This group will work on figuring out the strategy of what types of content should be posted where (e.g., Facebook, LinkedIn, Twitter, Blogs). **Team includes: Eileen Breen, Loida Febo-Garcia, Juanita Jara de Sumar, Ewa Stenberg.**
 - Newsletter Editor's report – Juanita Jara de Sumar
 - a. Two newsletters were published; second one wasn't fully publicized because it took 3 weeks to get posted. At the end of year, the newsletter should be about what did and what planning. Juanita asked us to consider writing some book reviews. She urged us not to wait for a call for content – just send content in to her. She also mentioned that it was the 30 year anniversary and time to revamp the front page of the newsletter; she asked for help with finding designers; get in touch with Juanita

13. Cape Town Conference Programs 2015

- Ideas for programs/sessions
 - a. It was suggested that we include workshops, seminars, or other participatory/learning experiences to make it easier for more locals to attend the conference.
 - b. Lyon Declaration on Access to Information and Development www.lyondeclaration.org and Continuing Professional Development. We could discuss how this relates to CPD in libraries – both CPD from the library users' point of view in addition to the librarian's point of view.
 - c. 2008 workshop in Africa about libraries as gateways – pick up this theme again as part of the Satellite? How do you internalize CPD? Just to get a better job or wider working professional? Extending the theme we have done before.
 - d. Continuing professional development needs and opportunities aligned with the Trend Report – Create one page handouts for each trend and put on website. We discussed doing some sort of round table discussion for this, which could be incorporated as part of the Satellite or done as a separate program. We could point to examples from around the world as well. Team includes: Susan Schnuer (Lead), Margaret Law, Sandy Hirsh, Loida Garcia- Febo, Lydia Namugera, Anne Lehto
- Co-sponsorship with other IFLA committees
 - a. **Public Library Committee** (Co-Chair update) – Agreed to have an Idea Café (5 presenters who present for 10 minutes and then discuss for 10 minutes). There will be papers requested. Themes will include:
 1. *Diversity and Inclusion*: Creating an effective learning and working environment for people from other cultures, people with challenging behaviors and the socially excluded with this extending to customers and as colleagues.

2. *Cross Border Collaboration or Exchange*: Facilitating global partnerships to support projects and or ongoing work

3. *Cross Sector Collaboration*: Facilitating strong relationships with different types of libraries. Thus use of technology was of particular interest.

4. *Inclusion of all staff groups*: Creating rich learning and development opportunities for the wide spectrum of staff employed in 21st non-professional (frontline).

5. *New Roles*: Preparing the next generation of staff and managers for new skills and Competencies

Decision: CPDWL agreed to work on this program.

Program Committee Team: **Catharina Isberg (Lead), Mary Chute, Vivian Lewis, Juanita Jara de Sumar, Cindy Lombardo, Matilde Fontanin, Linden Fairbairn, plus representation from the PL section**

- b. **Library Buildings and Equipment Committee** – Theme: Engaging staff in remodeling and library construction projects. Where do you get the skills and competence to know how to do space planning? Ulrike Lang attended the Library Buildings and Equipment Committee meeting to discuss further.

Decision: After considering further, CPDWL decided not to partner for this program in 2015.

- c. **Academic Research Libraries Committee** - Theme: Value. What is the value? Role of libraries? What is role of librarians and profession? What are the metrics in demonstrating value? How change? (Two other committees were also approached: eMetrics and Management and Marketing).

Decision: While this is an interesting topic, what work would we need to do? Where does professional development fit in?

- d. **Management and Marketing Committee** – Requested to partner with our committee on a program.

Decision: CPDWL decided that the topic was too theoretical.

14. Cape Town Satellite conference

2-day conference

- **Title**: “Taking Charge of your LIS career: Libraries without limits”. Some themes discussed include:
 - Taking charge of your career – committing to your career and commitment to your career.
 - Physical library as learning environment – is a special skill. How do you create an activity-based working environment for libraries? Big changes in organizations, and tied to planning of the space.
 - User-engagement – this is a real skill in working with users – this is something that people are interested in developing better, especially given social media. Need to talk about this.
- **Team for Satellite conference**: Ewa Steinberg (Chair), Susan Schnuer, Eileen Breen, Mary-Jo Romaniuk, Clare Walker, Mary Chute, Anne Lehto
- **Editing Group**: Eileen Breen, Matilde Fontanin, Mary-Jo Romaniuk, Jana Varlejs, Cindy Lombardo, Vivian Lewis, Monica Ertel
- **Call for papers**: Get out call for papers in late September (Susan Schnuer is drafting this)
- **Registration process**: Clare Walker will help with the registration process but not able to help with local arrangements.

- **Location:** Milnerton Public Library location is reserved and is in Cape Town. Need a local person who will take care of local logistics. The rooms include one auditorium (100 people) and 2 seminar rooms. Everything will take place in the same location.
- **Financials:** Have some money left over from last 2007 satellite conference that was held in Johannesburg, South Africa and we will use this to apply to this satellite conference. Need to authorize Claire to manage money locally and under the auspices with IFLA. Some of the money might support 5 local delegates as a nice courtesy.
- **Publication:** There was discussion around whether a publication should be produced or not. It would be nice to have a product, especially since it will be the 30th anniversary of the first conference. However, it was pointed out that producing a publication is a lot of work and requires editor. **Cindy Lombardo** interested. Can we do only as an online product vs. print publication? It would be good to include in the IFLA Repository – use to host papers from general papers and congress; it can also accommodate the outputs of satellite events. **Jana Varlejs** is interested in publishing. IFLA is not supportive of hard back publication – but have something as close to old green backs. Need to start as early as possible.
- **Poster session** – do as part of the Satellite - IFLA Trend Report –how to use in training and CPD:
 - How are we training differently? Are we responding differently? Have our service models changed? What actual changes have happened in institutions and what needs to change? Shows how IFLA Trend Report has been taken seriously and how we tried to operationalize the trend report. And adapt to the future.
 - Ask people to submit poster sessions around each trend, and how it influenced what they did.
 - Call for posters around the 5 themes
 - Group in Africa that has been discussing each trend online – and could be used to help generate a call for proposals.
 - How differentiate our program and tie it closely to CPD? So doesn't conflict with or overlap with what Donna Scheeder President Elect will be doing? Need to focus on professional development. Maybe focus on what new skills do you need so don't overlap? **Following the trends, what kinds of new professional development are needed and for what purpose? Do this for poster session and/or pre-conference.**

15. WLIC 2016

- a. There was discussion about whether we should consider holding a Satellite meeting in 2016, even though our tradition has to been to hold only every third year due to the amount of work. However, it is a rare opportunity to hold a Satellite conference in the United States.
- b. Mary Chute shared some of the initial conversations she had about possible locations, including with Sari Feldman who is interested in hosting a meeting at her library (Cuyahoga County Public Library) and with Christie Hill from OCLC. Management and Marketing will do Satellite meeting in Toronto (their topic is HR) and they may approach us to invite us to partner.
- c. Cindy informed the section that her institution Cleveland Public Library also was interested in hosting a satellite.
- d. CPDWL expressed interest in running another Satellite in 2016. However, there were some concerns about the location for Cuyahoga County (e.g., how easy and affordable would the transportation be) so we decided that more Information is needed before we could make a decision. **Mary Chute, Catharina Isberg and Ulrike Lang will work on this.**

16. **CPDWL Strategic Plan update** - IFLA Strategic Plan is being worked on; we will update ours after that.

17. **New business / Other business**

18. **Closure / adjournment of meeting** – Ulrike Lang/Catharina Isberg – Meeting adjourned.