



**Information Literacy Section
Minutes
1st Standing Committee Meeting
August 13th, San Juan, Puerto Rico, 2011**

Standing Committee Members present

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1. Welcome

The session starts at 14:45 with the attendants' introduction and apologies for absences.

2. Approval of the Minutes of the Göteborg meetings and of the SC I agenda

The minutes of the previous Congress meetings (<http://www.ifla.org/files/information-literacy/minutes/august-2010.pdf>) and the SC I agenda are approved.

3. Division Leadership brief (13 August, 08:00-09:00)

The chair summarises the main questions discussed in the Leadership Forum:

- It's important to fill out a form delivered with the conference bag noting our hotel and booked nights because it will get revenues for Congress organization.
- The President Elect's theme is *Libraries: a force for change*, with 4 core elements which must be integrated: inclusion, transformation, innovation, convergence.
- Professional Committee responsibilities are presented.
- It's convenient to promote the Division Forum.
- Satellite guidelines are given.
- There are 5 key IFLA initiatives:
 - Digital Content Programme,
 - IFLA International Librarian Leadership Development Programme
 - Outreach Programme for advocacy and advancement of the Profession
 - Cultural Heritage Disaster Reconstruction Programme
 - Multilingualism Programme

4. Section SC membership

a. Incoming and outgoing SC members

After this year elections the SC has 4 new members: Antonin, Zuza, Lisa (who were corresponding members) and Dilara Begum from Bangla Desh (a new country and at least one new language and one more Asian member for the SC).

On the other hand, 5 SC members finish their job in the SC: Nancy, Alison, Gary, Dalia and Franziska.

b. Election of corresponding members

Two of outgoing members, Franziska and Dalia, want to continue their contribution to the section as corresponding members. In a similar way, Stefania and Sean want to continue as corresponding members. We agree that Franziska, Dalia, Stefania and Sean are corresponding members of the section.

Additionally, Cécile Ouattara Coolibaly expresses her interest in being a new corresponding member.

c. Election of section chair and secretary

Maria-Carme, the current chair, is the only candidate to chair the SC. She is elected as the chair of SC for another term.

The current secretary has completed his terms, and it's necessary to elect a new one.

There are two candidates: Sharon and Zuzanna. They present their candidatures, go out of the room and the members of the Standing Committee elect Sharon as the new secretary. We all agree that this was not an easy election as both were very good candidates.

5. Officers' report

a. Chair's report

She has been invited to facilitate Training-the-Trainers Workshops in IL in Slovenia and Poland. She was invited to a similar workshop in Greece too but she was prevented from going there. She thanks Albert for stepping in and doing a great job in Greece.

b. Secretary's report

He has been sending information to members of Section and supporting SC members in their jobs; as well as helping the chair in different tasks. He has been the webmaster (and co-organiser) for the satellite with Women, Information and Libraries Interest Group that eventually was cancelled: http://www.ucm.es/BUCEM/ILWIL/eng_index.php.

c. Treasurer's report

We have received extra funding from IFLA HQs to sponsor the international delegate event at the LILAC conference in London in 2011. The administration money originally assigned to the section will be used to refund Albert's expenses in connection with the TTT workshop in Greece.

d. Information officer's report

Albert says we have many different spaces (webpage, wiki, Facebook page) with a very low participation. Each space has different objectives:

- Webpage for general interest publications and information
- Wiki for tools for SC working
- Facebook could be for dissemination and feedback

We will transform the newsletter into a blog. Albert and Sean are responsible for the blog work. Sheila will advise them. The most important challenge is to get feedback and contributions.

6. IL section activities in San Juan

a. Off-site session with UNESCO IFAP (11 August) (<http://www.ifla.org/en/events/ifla-off-site-session-information-literacy-section-unesco-ifap>)

The session was very successful and our local organiser, Mirta Colon, at the Universidad Politecnica, did a wonderful job. We are extremely grateful for her work and for hosting the event.

Jesús makes summarises the off-site. The first part of the day was dedicated to the MIL indicators. There is a draft about MIL indicators on the web: [Towards Media and Information Literacy Indicators](#).

There were three presentations:

- The first by Janis Karklins, Assistant Director-General for Information and Communication from UNESCO, about MIL indicators and Government Action Recommendations.
- The second one by Jesús Lau about the theoretical framework.
- The last one (recommendations for a statistical framework) by Hua-Hua Chan.

The second part of the day was devoted to practical work on the MIL recommendations draft. The next step is to write a new draft with all contributions from this offsite. This one will be sent to the Governing Board. Once revised and endorsed by GB, it will be sent to UNESCO. This recommendations project will be briefly presented by Maria Carme at the UNESCO Open Session next Monday.

b. Conference programme session (15 August, 09:30 - 12:45) *The importance of information literacy for multicultural populations: needs, strategies, programs, and the role of libraries* – Information Literacy Section with Library Services to Multicultural Populations and the Special Interest Group on Indigenous Matters

Zuzanna sums up: there were 30 abstracts from which 8 were selected. One of speakers has not been able to make it because she has had financial problems.

We have an evaluation form for sessions now, which Sharon has designed.

Albert thinks that we should consider this tool for managing papers:

<http://www.openconf.com/>

c. UNESCO open session (15 August, 11:00 – 12:45)

Jesús thinks it is a good opportunity to check the themes are working. It's one of the most important meetings in the Congress and Jesus and Maria Carme will have approximately 10 minutes each to talk about the off-site session, the MIL indicators and the MIL recommendations.

d. SC meeting II (17 August, 11:30-13:00, room 101b)

The agenda will be sent by Sharon.

e. Division leadership forum (14 August, 08.30-10:00)

The Division has a new Chair. Maria-Carme and Sharon, as new secretary, will attend the forum.

f. Officers training session (15 and 16 August, 13:45-14:45)

It is the same meeting, but held on two different days. Sharon must attend because it gives guidelines for the officer's work. Maria Carme will attend it too.

g. President-elect planning session: *Libraries – A force for change* (16 August, 09:30 - 12:45)

Its importance lies in the brainstorming for helping President-elect to get feedback about the core subject in library work. Heike is a volunteer. One more person would attend.

h. Information Coordinators/Web-editors meetings (16 and 18 August, 11:45-12:45)

Albert will attend the meeting.

i. IFLA publications session (17 August, 9:30-11:30)

Jesús is the co-editor of a book on Access to Knowledge. Its publication is somehow delayed. Maria Carme has written a chapter in it.

j. Section lunch

We will have our section lunch on Wednesday after our second meeting at the Sheraton. Sharon will book a table for 14 or 15 persons.

7. Current tasks (see Appendix 1: *Tasks for members 2010-2011*)

a. Collaboration with UNESCO/IFAP: Recommendations (Albert, Maria Carme)

b. Guidelines: Profile of the IL educator/practitioner/professional (Sheila)

We agree to meet the next day at 12:15 with the aim to plan how to work on this project. We should consider meeting up online. When defining the profile, we need to take into account factors such as geographical area and language. Sean suggests adding best practices when the profile is ready.

c. Programme session evaluation form (Sharon)

Sharon has designed an evaluation form, which makes statistical analysis possible. As an internal tool, it will be uploaded on the wiki.

d. Newsletter

Lisa presents the problem. There were very few contributions and they were not about the Section's work. She suggests turning the old newsletter format into a blog. It would allow other people than SC members to contribute too. Informal information can be uploaded too. The newsletter would be from INFOLIT Section not from Standard Committee. Sheila can help us because she has more experience with blogs. She thinks it must be collaborative and could be multilingual. The best tool is Blogger. Working Group: Albert, Sheila and Andoni. Jesús says we would have to inform to Professional Committee. Some of the SC have blogs as newsletters.

e. Storage of relevant section documents on the wiki (Albert)

Albert has dealt with this issue in his report above.

f. International IL State of the Art Report:

I. Updates.

There have been some updates; others are in progress and all of them will be in a Wiki format.

II. Wiki (Heike, Franziska)

Franziska and Heike updated the German state of the art report in the wiki. They are translating it into English.

g. Translations.

Jesús speaks about the experience with the translation of IL Logo Marketing Manual by volunteers. This manual is available in 4 languages now.

Guidelines have been translated into some more languages: Chinese (Chihfeng), Italian (Laura), Polish (Zuzanna). And there are more multilingual contributions to the IL logo on our website.

8. Future conferences

a. Conference programme proposals for 2012

This morning the chair and the secretary have met up with the convenor of E-learning SIG, Gillian Hallam, to discuss a possible joint session for the next congress. There has been an agreement on a 3-hours session, not limited to academic libraries. We need 2 convenors from our SC and linked it up to the Helsinki main theme. We will discuss this programme further in our second meeting.

b. Satellite meetings in 2012

We have two satellites.

I. Satellite with Continuing Professional Development and Workplace Learning Section (Leena, Lisa, Almuth, Gunilla)

The Chair of Continuing Professional Development and Workplace Learning speaks about our joint session in the next Congress. She talks about different matters: the place, the registration form, grants, mentoring, possible subjects, session models, the necessary working group for managing it and so on.

Lisa proposes new mentor people as a subject. Leena, absent, is our main convenor. Lisa, Almuth and Gunilla are assisting convenors.

The satellite will be held in Tampere. We will use up to 50% of our admin. money to sponsor participants.

II. Satellite with ATINA SIG (Antonin, Franziska)

It will take place in Riga.

Dalia stresses that it coincides with an International conference: the attendance, the organization and financing are secured. The National Library of Riga is one of the partners. Franziska, Dalia, Antonin and Natalia are involved in this project. Franziska and Antonin are the main convenors from our section.

Albert mentions that School Libraries and Literacy and Reading sections are interested in a joint session with us in 2013. We will speak about it in the next meeting.

Lisa mentions that Education and Training Section would like to have a joint session with us in 2013.

The Chair stresses the need to reduce the organisation of satellites inasmuch as possible. Conference programme sessions should be a priority. If more than a 3 hour session is essential, we can go for an offsite session within the Congress programme.

9. Future tasks

a. Section action plan 2011-2012

Necessary to be aware of the division plan first. Division meeting the day after.

b. New projects

Postponed. To be dealt with in our SC Meeting II.

10. Other business

Chihfeng would like the section to contribute to the organisation of a Training the Trainers workshop for academic libraries in Taipei. Taiwan would provide the funding. To be discussed further in our SC Meeting II.

Zuzanna is interested in organising another Training the Trainers workshop in Poland. The target group would be school librarians.