



## DRAFT

**International Federation of Library Associations and Institutions**

**Continuing Professional Development and Workplace Learning**

### **Standing Committee Meetings – Gothenburg, 2010**

Tuesday 8/10 @ 11:30-14:20 Room G4

Friday 8/13 @ 15-16:30 Room F3

#### **Minutes**

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#### **Tuesday 8/10 @ 11:30-14:20 Room G4**

##### **1. Welcome and Introductions**

Susan called the meeting to order at 11:30. Present members and observers introduced themselves. Ulrike Lang announced the location of the CPDWL dinner on Wednesday evening: Kometen

##### **2. Agenda – ordering of agenda and addition of any additional items**

Susan noted that some of the listed agenda items would be covered in a slightly different order than published

##### **3. Apologies**

Bau Mei Cheng, Michel Netzer and Roisin Gwyer were not able to attend

##### **4. Confirmation of minutes from Section meetings in Milan**

Meeting minutes from the meeting in Milan were approved

##### **5. Report from Coordinating Board / Division Meeting – Ulrike Lang / Susan Schnuer**

Susan and Ulrike reported on several issues discussed at the Coordinating Board / Division meeting

- IFLA is looking for a new PCO who will be responsible for organizing future conferences
- The 2013 conference will be in Asia. A location will be determined Spring 2011
- This year's IFLA conference in Gothenburg has been divided into tracks:

- Open access and digital resources
- Policy, strategy and advocacy
- Users driving access and services
- Tools and techniques
- Idea, innovation, anticipating the new

The sections are asked to comment on this or asked to add others

- The PC announced a number of principles that will be used in the process of approving satellite meetings
  - Satellite conferences should be organized in the immediate metropolitan area or within the country or within three hours travel time (airport-to-airport) or 6 hours (city center to city center)
  - There must be no more than two free days between the satellite conference and the start or end of the congress
  - Satellite conferences should be organized by IFLA units. A local host with the county of the conference may be a co-organizer
- A draft document describing the roles and responsibilities of Division Chairs and Section Officers was circulated for comment
- As part of the strategic planning process, all Sections are required to identify 1 to 3 actions that link to the Priority Activities
- Nominations for the upcoming election of Standing Committee members, Division Chairs and PC Chair are due by October 2010
- An update on Haiti will be held Friday, August 13

#### **6. Co-Chair's Report – Ulrike Lang / Susan Schnuer**

Susan reported that this is the first year that the Standing Committee has had a co-chair (Ulrike Lang). Susan solicited comments from the attending members about this structure. Everyone thinks that this is working well. It allows for continuity in leadership since the co-Chair will become the Chair. It also works well because it allows the Chair to share responsibilities. The committee members agreed that we should keep this model but to make sure that the two co-Chairs are not from the same country and that there is always clear, open communication between them. This model is not one used for other SCs but it is important for us to model this so that other SCs can institute this if they feel it would be beneficial.

#### **7. World Library and Information Congress – Programs in Gothenburg**

*Retention and Job Satisfaction: Can Professional Development make a Difference*  
Saturday, August 14 from 9:30 to 11:30 – Moderated by Ulrike Lang

*Global Learning Platforms co-sponsored with Knowledge Management* on  
Friday, August 13 from 9:30 – 12:45 – Moderated by Sylvia Piggott

*Understanding the Value of ePortfolios to Reflect on and Present Learning and Professional Development* on Sunday, August 15 from 13:30 to 15:45

#### **8. Planning for Puerto Rico Conference Programs**

The group brainstormed about ideas for sessions. It was noted that in thinking about this, we need to keep the mission of the CPDWL Standing Committee in mind as we think about program plans. There were several suggestions:

- A program focused on training issues in the Caribbean region and South America (LAC)
- Where are we going in these tough economic times? How do librarians continue with PD when there aren't any funds to cover this
- Health planning for "older" librarians as the profession ages
- Change management – where do new professionals come from, how are we saving our 'institutional memory?'
- How do we ensure that PD is part of the strategic plan
- Training 'on the cheap'
- Innovation – what works for you
- International projects in PD in other countries

The group determined that there were several related themes that emerged from these ideas: (1) Dealing with difficult economic times and (2) Regional aspects of professional development. More details to be reported at meeting on Friday.

## 9. CPDWL Strategic Plan 2010 - 2011

Susan revised the previous strategic plan and circulated the new one. She noted that the purpose at this meeting was to decide what we want to send to the Board as our one- three action items for the upcoming year . The committee came up with two action items:

- Goal: 2f- Building an active community of IFLA members that engages productively in the wider profession and society at large  
**Action:** Meet with the members of the Royale Library of Sweden in Gothenburg to hear more about their work and to promote the activities of the CPDWL Section
- Goal: 3b – Supporting collaborative efforts to assure development of high quality library and information services through training and strategic initiatives  
**Action:** Meet with members of IFLA's team on the development of training modules for library associations (BSLA) to determine how CPDWL can best support IFLA's efforts

The Standing Committee agreed that the revision was excellent and accurately represented the goals of the committee. The Standing Committee also agreed that the above two actions should be submitted to the IFLA Board

## 10. CPDWL Projects

### ***CPDWL Conference Program Handbook – Jana Varlejs***

Jana demonstrated the handbook and will send it to everyone for comments. The group agreed that this will be a very useful document. Jana will submit this as a project to fund printing. Susan thanked Jana for her excellent work. Reports on other projects was tabled until the Friday meeting

## **11. Satellite meetings 2012 Helsinki**

Anne Lehto reported on local arrangements. She and Irma Pasanen have worked together on this. The meeting will be held in Tampere. They have contacted the library directors in this city as well as the head of the Information Studies program at the local university. All have agreed that they would give this program their support. The committee approved going ahead with this satellite meeting

Appointment of co-conveners, editor and planning committee

- Arne Gunderson, Matilde Fontanin and Susan Schnuer will work on the program. Roisin Gwyer agreed to be the editor of the proceedings.

Discussion of themes and dates

- The meeting will be held August 8 -10. The current plans are to have a tour and dinner on the evening of the 8<sup>th</sup> and hold the meeting the 9<sup>th</sup> and 10<sup>th</sup>.
- The theme would be around the topic of training people to be information literate – how do you teach librarians to help users become more information literate. Plus how do we keep ourselves information literate. Things to think about in planning the meeting include defining who we mean by users (students, public, ourselves)? Suggestions were made that we could do a “Train the Trainer” as well.

Proposed satellite meeting with Information Literacy

- The group agreed to ask the Information Literacy committee if they would like to co-host this meeting
- They will make their decision about working with our committee at their section meeting later in this conference.
- Jana Varlejs and Graham Walton have agreed to be co-editors of the proceedings and if the Information Literacy Standing Committee participates, they will be asked for a co-editor as well.

## **12. Treasurer’s report and financial information – Jana Varlejs**

Jana reported that the Standing Committee is financially sound and healthy. The current balance in our account is \$4,962.27

## **13. Information Coordinator’s report – Sylvia Piggott**

Sylvia reported that there are 600 subscribers to the CPDWL website. She also thanked Eileen Breen for her help and assistance. Susan Schnuer and Ulrike Lang will go through the website to determine what needs to be updated.

## **14. Newsletter Editor’s report – Juanita Jara De Sumar**

Juanita thanked the committee for their contributions. She also solicited articles and books reviews for future editions. Susan thanked her for her hard work and excellent quality of the newsletter

## **15. Additional agenda items**

Mike Heaney from the Professional Board reported on three main issues

- New policy for satellite meetings
- Use of conference themes this year
- IFLA Strategic Planning process
- (See Agenda item 5 for more details)

## **16. Closure of the meeting**

Susan closed the meeting at 14:15

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## **Friday 8/13 @15:00-16:30 Room F3**

### **1. Welcome and Introductions**

Ulrike called the meeting to order at 15:00.

### **2. Discussion from Arne Gundersen**

Arne Gundersen introduced Catharina Isberg (SLU Univ.Library), Britt Sagnert (National Library Sweden) and Anneli Reinhammar (Swedish Regional Library). They are working with a committee to raise awareness of the importance of continuing education for Swedish libraries and were interested in hearing about other models for professional development. They gave some examples of what is being done in Sweden (networking, Facebook groups, seminars, etc). Susan Schnuer asked the committee members to share what they are doing in their countries. Committee members from the U.S., Germany, England, Italy, Norway and Canada shared their experiences. The discussion concluded with Susan stating that there could be a possible project to collect different standards with examples of what is being done in other countries. The Swedish librarians were also encouraged to join the CPDWL listserv.

### **3. Report on Section sessions at this conference**

*Retention and Job Satisfaction: Can Professional Development make a Difference*  
Saturday August 14 from 9:30 to 11:30 – Ulrike Lang

There were five presentations represented by speakers from four continents countries.

Papers are already on the IFLA website. Committee members are invited to discuss these papers.

*Global Learning Platforms* co-sponsored with Knowledge Management on Friday, August 13 from 9:30 – 12:45 – Sylvia Piggott

Sylvia Piggott moderated this session and papers are available on the IFLA website. Sylvia reported that the session was very successful with over 200 people attending. She said that she felt it was valuable to partner with the KM Standing Committee on this program and encouraged the CPDWL Standing Committee to consider this again in the future.

Ulrike Lang reminded the committee members that the Standing Committee can nominate one paper from either session for publication in the *IFLA Journal*. Nominations are due to Susan Schnuer and Ulrike Lang by September 1.

#### 4. CPDWL Projects

##### **Project Proposal – Lamyaa Belmekki, Matilde Fontanin, Li-Hung Huang**

Matilde proposed a project to look at the benefits of international experience both for the participants and the libraries. She suggested putting together guidelines by types of activities: exchange opportunities, grants, scholarships, places to get funding, etc. This would also include where to look for information about exchanges, how to write a proposal and how to write reports at the end of the exchange. The initial idea was to compile a database; however, it was decided that this project would produce a document with guidelines. There will not be any funding requested this year because this would just be a proposal but there could be funding requested next year based on results of the initial investigation.

##### **Professional Development in other countries: Arne Gundersen**

Arne proposed a project to look at how National Libraries are involved in Professional Development activities for libraries and librarians. He will write a short proposal and send it to the committee members for their comments and feedback.

Susan noted that the Standing Committee could submit two project proposals if we had two projects we'd like to fund.

#### 5. Puerto Rico Conference

Two program ideas were agreed upon. Working titles follow:

*“Weaving Continuous Professional Development into Library Organizations: Strategic Plans and HR Development”*

- Mary Chute, Mary Jo Romaniuk, Eileen Breen, Linda Ashcroft and Elisam Magara agreed to be on the planning committee. Susan Schnuer will be the liaison from the Standing Committee Board.
- Bau-Mei Cheng is invited to participate if she chooses.
- Issues to be discussed include tying this information to succession planning, embedding professional development into the organization's strategic plan, the role of individuals in their own personal development and the role of professional associations in providing professional development.
- Susan reported that she spoke to the Management of Library Associations SC but they will need to get back to us.
- Mary suggested a possible format where there would be a short conversation between two people about each of these topics and then discussion from the attendees.
- Mary also noted that this is quite a large topic and could possibly be a full day session as well.

- Mary Jo Romaniuk will draft the call for proposal by September 1

*“Continuing Developments in Learning in the Global Context: Focus on Latin America Libraries”*

- Sylvia Piggott, Mohammed Arif, Jana Varlejs, Juanita Jara de Sumar, Lamyaa Belmekki and Monica Ertel agreed to be on the planning committee. Ulrike Lang will be the liaison from the Standing Committee Board.
- Sylvia also spoke to the Management of Library Association (MLAS) Standing Committee and they are interested in co-sponsoring this session.
- Sylvia will draft the call for proposal by September 1

The group also discussed if we should have a poster session at the Puerto Rico conference. Juanita and Jana Varljes agreed to host a poster session on the *Conference Planning Handbook*

## **6. Susan and Ulrike reported on the Officer Training Program**

- Standing Committee members whose first terms are ending next year must apply for their second term by October 31
- Only Standing Committee chairs who are leaving their post next can potentially be Division Chair
- The IFLA Governing Board tried to reduce the number of Standing Committee meeting to one per conference but 41 out of 44 Standing Committees asked for second meetings at this conference.
- Susan and Ulrike brought up the concept of Standing Committee co-chairs. Janice LaChance, Chair of Management of Library Associations will bring this up to the Governing Board.
- Library visits next year will take place the day after the conference closing
- A new member database is being planned. 10 – 30% of email address are currently incorrect for IFLA members
- Fiona Bradley (ALP Programme Co-ordinator) has been working on the BSLA program to build strong library associations. She has developed six modules with six trainers which will be piloted in Singapore and Botswana. They are looking for support from the CPDWL Standing Committee and we will let them know that we support their efforts and to let us know how we can help.
- Education and Training has asked if someone on the CPDWL Standing Committee would be interested in an e-Learning SIG.

## **7. Ulrike closed the meeting at 16:30**

**Attendees:**

**Committee Members**

Susan Schnuer

Ulrike Lang  
Monica Ertel  
Jana Varlejs  
Sylvia Piggott  
Juanita Jara de Sumar  
Linda Ashcroft  
Mary Chute  
Matilde Fontainin  
Arne Gundersen  
Li-hung Huang  
Anne Lehto  
Irma Pasanen  
Mary-Jo Romaniuk

**Observers**

Christine Jonsson Adral  
Annelle Andersson  
Muhammad Arif  
Lamyaa Belmekki  
Annamarie Goosan  
Mora Hegazy  
Cindy Hill  
Catherina Isberg  
Margaret Law  
Elisam Magara  
Pat Oyler  
Mathews Joseph Phiri  
Anneli Reinhammer  
Ann Ritchie  
Britt Sangnert  
Ujala Satgoor

*Minutes submitted by Monica Ertel*