



**CPDWL: Continuing Professional Development and Workplace Learning Section
ANNUAL REPORT
September 2017-August 2018**

Introduction

CPDWL has prepared this Annual Report as part of the requirements from IFLA. The Annual Report covers the period from September 2017 to August 2018. The purpose is to inform the Professional Committee, the Section's Standing Committee, members of the Section and the profession around the world about achievements over the year. The Annual Report refers to the activities identified in the Unit's Action Plan and reports on the progress of these activities, the activities that have been completed and their impact. The Annual Reports of all IFLA Sections provide important input to the fulfilment of IFLA's Professional Programme, Strategic Plan and Key Initiatives, and also contribute to IFLA's Annual Report.

IFLA Dynamic Unit and Impact Award - 2018

In August 2018, CPDWL was proud to have been named by the Professional Committee as the winner of the inaugural [IFLA Dynamic Unit and Impact Award](#). The award, presented at the closing ceremony of the WLIC in Kuala Lumpur, Malaysia, was accepted by Catharina Isberg, current Secretary of the Standing Committee and former Co-Chair and Information Coordinator.

The achievements of CPDWL were highlighted in the citation:

Thanks to a solid plan of activities and working methods, leading to the delivery of a variety of services to IFLA members, a broad and inclusive communication strategy, and a robust collaborative approach within and beyond its Standing Committee, this Unit is making a high-quality impact on its own membership and on a wider audience, across other IFLA units and across all areas of the profession in our transforming global library field.

The Award reflects the sustained commitment and engagement of the section's Standing Committee members, extending over many years. Current and past members of the Standing Committee have contributed to the achievements of the section, encompassing best practice guidelines, conference sessions, satellite meetings, webinars, coaching programs and many publications. The success of IFLA's Global Vision is underpinned by ongoing professional learning, underscoring the integral value and impact of the CPDWL section to the library and information profession across the world.

Report on progress and activities

Objectives <i>Identified in the Unit's Action Plan</i>	Project or activity <i>Identified in the Unit's Action Plan</i>	Progress <i>Please give brief details, including status (not started, in progress, near completion, completed)</i>	Risks <i>Please identify any problems or concerns (e.g. missed deadlines, lack of resource) and how you would propose to address them</i>
1. Develop a robust and varied selection of continuing professional development opportunities to better prepare IFLA and the global library workforce to support 21st century users.	1.1 Develop and deliver four open sessions for WLIC 2018	Five highly successful sessions were completed during the WLIC 2018.	Many different sections contacted CPDWL to cooperate on joint sessions. It is felt that five sessions are too many to handle during one WLIC. Something to consider for the future.
	1.2 CPDWL coaching/consultative role for IFLA WLIC participants - Explore idea of providing this during the WLIC.	Implemented successful Coaching pilot programme at WLIC 2018.	Evaluate what worked well and what could be improved for the next time a coaching programme is offered.
	1.3 Update the conference /satellite planning manual	Updates were completed.	Additional changes to the conference/satellite planning manual may be needed when we try to implement the manual for the first time as we prepare for the 2019 CPDWL satellite meeting.
	1.4 Offer at least three webinars a year on topics of interest to new professionals.	One webinar was offered.	It took some time for the new Webinar workgroup to come up to speed and get organised.

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2. Promote the importance of continuing professional development within IFLA and libraries as a means of advancing both libraries and the societies they serve.	2.1 Publications - papers	Completed. Papers from the Milnerton satellite 2015 were published. http://library.ifla.org/view/conferences/2015/2015-08-12/831.html	
	2.2 Help librarians transfer learning back to work place	No progress due to the upcoming new IFLA website. This will be worked on in 2018-19. A working group has been established.	
	2.3 Ensure that the SC has full complement of members (20)	In progress. Discussed how to recruit for the 2019-2023 terms.	
3. Establish clear standards for use by libraries and library workers to shape continuing professional development programs.	3.1 Continue implementation of the IFLA CPD Guidelines.	Translations ongoing. English, Swedish and German full versions are available on the web page. English, Arabic, Chinese, German, Italian, Russian, Spanish, and Swedish executive summary versions are available on the web page. The CPD Guidelines poster has also been translated into 16 languages. Session to discuss the guidelines was completed at WLIC 2018.	Finding translators for all of the IFLA languages.

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4. Create a more open and engaging environment for the CPDWL section activities to increase knowledge sharing and advance the work of the section as well as to model best practices for the workplace	4.1 Adopt more participatory practices in standing committee meetings.	<p>Workshops were part of the SC meeting during WLIC 2018.</p> <p>Virtual meeting through Google docs was done for the Global Vision report, midyear meeting, and IFLA structure discussion.</p>	
	4.2 Implement midyear virtual SC meeting	<p>Completed – in May 2018. Done through Google docs, and a large part of the SC participated actively while the meeting was open for two weeks.</p> <p>In addition, there were other virtual meetings that were held – one was to collect SC input into the Global Vision idea store and another was to collect SC input into the IFLA Structure discussion.</p>	<p>Having virtual meetings during a specific time period when not everyone may be available to participate during that time.</p>
5. Improve the communication work of the CPDWL section	5.1 Develop the CPDWL communication plan	<p>In progress.</p> <p>A communication plan will be developed in 2018-2019.</p> <p>Completed the Professional Unit content review of CPDWL web content.</p> <p>Web page updated and in use.</p> <p>Two newsletter issues were published with great</p>	<p>Our Information Coordinator was not able to attend the WLIC meeting, but a subgroup has been formed to develop this plan.</p> <p>Getting everyone to contribute to all different channels, particularly the blog and twitter.</p>

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		<p>success.</p> <p>Facebook group had 2,204 members as of August 7, 2018.</p>	

Results

Please provide further information about the activities that were completed during the year. Ensure that details or a full report can be found online, the main outcomes have been shared with a wider audience and the impact of the work can be demonstrated.

Completed project or activity <i>Please list those projects/activities identified as completed in the table above</i>	Output <i>Please state what the output of the project/activity was (e.g. Report, Standard, Workshop etc) and provide a URL to it</i>	Communications <i>Please state how the output and outcomes of the project/activity have been communicated to the Unit, IFLA members and the wider profession</i>	Impact of the completed project or activity <i>Through the Measures of Success identified in your Action Plan, describe what difference the project or activity has made to the Unit, IFLA members, the wider profession or society at large</i>
1.1 Develop and deliver four open sessions for WLIC 2018	<p>Five sessions were given during WLIC 2018. With many participants. CPDWL continued to use participative methods during the sessions.</p> <ol style="list-style-type: none"> 1. Investing in the library workforce: Case studies in the effective use of the 2016 IFLA Guidelines for CPD on Tuesday, August 28 at 09.30-11.30 (session no 185). 2. The knowledge economy: How continuous learning can prepare information professionals for the future, a knowledge café in collaboration with the sections for Knowledge Management and Library and Research Services for Parliaments, on Tuesday, August 28 at 11.45-12.45 (session no 196). 3. Data librarian: Needs and qualifications, jointly with the sections for Science and Technology, and Education and Training, on Monday, August 27, at 09.30-11.30 (session no 139). 	<p>Outcomes and evaluation at the CPDWL SC-meetings.</p>	<p>Many and active participants. Collaborations worked well with:</p> <ul style="list-style-type: none"> • Knowledge Management section and the Section on Library and Research Services for Parliaments • Science and Technology, and Education and Training • Management of Library Associations, and Education and Training • Many CPDWL SC members/corr. members and consultants active in planning and conducting the sessions.

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	<p>4. Win-win: Building strong education, training and continuing professional development together with strong library associations, jointly with the sections for Management of Library Associations, and Education and Training, on Wednesday, August 29, at 10.45- 12.45 (session no 229).</p> <p>5. Looking for the next big thing: Libraries and social networks (Division I and Division IV), Sunday, August 26, at 16.00-18.00. This is a new initiative for the WLIC, with two Divisions putting a session together.</p>		
1.2 CPDWL coaching/ consultative role for IFLA WLIC participants - Explore idea of providing this during the WLIC.	<p>CPDWL piloted a new programme at WLIC 2018 with support from HQ and the Professional Committee – a programme that offered coaching to attendees. The Coaching session provided coaching to 79 participants on their career planning and development and on their understanding of IFLA. CPDWL trained 24 coaches on how to provide coaching and 3 hosts supported the session as well.</p> <p>CPDWL – coaching sessions on Sunday, August 26, at 11.45-13.30 (session no 106).</p>	<p>Catharina Isberg, who chaired this pilot event, worked with a subcommittee to analyze the evaluations received and to propose recommendations for the next time the coaching programme will be offered. She also delivered a verbal report to HQ and the PC at the end of WLIC 2018.</p> <p>See June 2018 update on coaching.</p>	<p>Based on the feedback received from participants, participants found the coaching session extremely valuable to them.</p>

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2.1 Publications - papers	Papers from the Milnerton satellite 2015 were published. http://library.ifla.org/view/conferences/2015/2015-08-12/831.html	The link was posted on the CPDWL website.	Published the important work completed at the 2015 satellite meeting on CDP.
3.1 Continue implementation of the IFLA CPD Guidelines.	English, Swedish and German full versions are available on the web page. English, Arabic, Chinese, German, Italian, Russian, Spanish, and Swedish executive summary versions are available on the web page. The CPD Guidelines poster has also been translated into 16 languages.	The translated guidelines are posted on the CPDWL website.	Published as IFLA guidelines document with translations available. Posters available in different languages.
CPDWL Global Vision Report	CPDWL officers – co-chair Sandy Hirsh and secretary Catharina Isberg attended the global vision workshop in Barcelona. On June 8-June 22, 2018, in an asynchronous web meeting, seven members from the CPDWL standing committee participated in a conversation about how a	Continuing communication via the CPDWL SC mailing list as well as with the CPDWL community on Facebook. An article about the Global Vision workshop in Barcelona	Report was sent to HQ

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	<p>united library field can tackle the challenges of the future to contribute to the global vision idea store. Together all participants represent 223 years of library experience.</p> <p>A report was compiled after a web meeting.</p>	<p>was published in the CPDWL newsletter in June 2018.</p>	
IFLA Structure Discussion	<p>On June 19-June 25, 2018, in an asynchronous web meeting, 12 members from the CPDWL standing committee participated in a conversation about IFLA's structure and how units and divisions can be active and effective.</p>	<p>Continuing communication via the CPDWL SC mailing list.</p>	<p>Report was sent to HQ</p>
Collaboration with others	<p>CPDWL is collaborating with many different groups and units.</p> <p>During the WLIC 2018 five different sessions were done in collaboration with Knowledge Management, Library and Research Services for Parliaments, Science and Technology, Education and Training, and Management of Library Associations.</p>		

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	<p>The Webinar series is done in a collaboration with NPSIG and ALA.</p> <p>The CPD guidelines are implemented and translated in collaboration with several different interests, for example the Swedish library association and the German library association.</p>		

Standing Committee membership

Please provide further information about members of the Standing Committee and their contribution to the work of the Professional Unit.

Standing Committee members' names	Role on the Standing Committee (if any) and contribution made to the work of the Professional Unit over the year <i>For example, Chair, Information Coordinator, Project Leader</i>	Comments on position <i>For example, resigned, co-opted to fill a casual vacancy, etc.</i>
1. Gillian Hallam, Australia	Co-chair (official chair)	1 st term 2015-2019
2. Sandra Hirsh, United States	Co-chair	2 nd term 2017-2021
3. Catharina Isberg, Sweden	Secretary	2 nd term 2015-2019
4. Mary S Laskowski, United States	Information Coordinator	1 st term 2015-2019
5. Mary Ellen Davis, United States	SC Member	1 st term 2015-2019

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6. Jane Dysart, Canada	SC Member	1 st term 2015-2019
7. Loida Garcia-Febo, United States	SC Member	2 nd term 2015-2019
8. Almuth Gastinger, Norway	SC Member	1 st term 2015-2019
9. Svetlana Gorokhova, Russian Federation	SC Member	1 st term 2017-2021
10. Holly Hubenschmidt, United States	SC Member	1 st term 2015-2019
11. Juanita Jara de Sumar, Canada	SC Member	2 nd term 2017-2021
12. Ewa Stenberg, Sweden	SC Member	2 nd term 2017-2021
12. Nadia Temmar, Algeria	SC Member	1 st term 2017-2021 – term ended due to non-attendance and participation (Rule R18.26)
13. Ivana Todorovic, Republic of Serbia	SC Member	1 st term 2017-2021

Names of any other reporting persons	Role <i>For example, Corresponding Members</i>	Comments on position <i>For example, resigned, co-opted to fill a casual vacancy, etc.</i>
1. Chinwe Anunobi, Nigeria	Corresponding Member	1 st term 2017-2019
2. Marianne Ingold, Switzerland	Corresponding Member	1 st term 2017-2019
3. Rebecca Miller, United States	Corresponding Member	1 st term 2017-2019
4. Ray Pun, United States	Corresponding Member	1 st term 2017-2019
1. Mary L. Chute, United States	CPDWL Consultant	2 nd term 2017-2019
2. Monica Mooney Ertel, United States	CPDWL Consultant	2 nd term 2017-2019
3. Matilde Fontanin, Italy	CPDWL Consultant	1 st term 2017-2019
4. Ulrike Lang, Germany	CPDWL Consultant	1 st term 2017-2019
5. Anne Lehto, Finland	CDPWL Consultant	1 st term 2017-2019
6. Mary-Jo Romaniuk, Canada	CPDWL Consultant	1 st term 2017-2019
7. Jana Varlejs, United States	CPDWL Consultant	2 nd term 2017-2019

Professional Unit meetings or conference calls

Please show how the Standing Committee has conducted its business over the year.

Date <i>When the meeting was held</i>	Location or type of meeting <i>Physical or virtual meeting (telephone, skype etc)</i>	Main outcomes <i>Briefly summarise the main outcomes of the meeting and how these were communicated to the membership of the Professional Unit</i>
1. March - Global vision meeting	Barcelona	CPDWL officers – Co-chair Sandy Hirsh and Secretary Catharina Isberg attended. Reporting back to SC via FB and emails.
2. May - Mid year meeting	Virtual	Most SC members were able to participate since the meeting was held asynchronously via Google docs and open for participation for two weeks. Meeting minutes were collected.
3. June - Global Vision Workshop	Virtual	Most SC members were able to participate since the meeting was held asynchronously via Google docs and open for participation for two weeks. The report prepared for HQ was shared with the SC.
4. June – IFLA Structure Discussion	Virtual	Most SC members were able to participate since the meeting was held asynchronously via Google docs and open for participation for a week. The report prepared for HQ was shared with the SC.
5. August - WLIC	SC meeting I and II during WLIC in Kuala Lumpur	Reporting and planning. Meeting minutes were shared with the SC.