



IFLA CPDWL

Continuing Professional Development & Workplace Learning

Minutes: Standing Committee meetings – Cape Town

Saturday, August 15: 12.30 – 15.00 | Tuesday, August 18: 9.45 – 11.15

1. Welcome and introductions

Ulrike Lang and Catharina Isberg opened the meeting and welcomed attendees

2. Agenda

The agenda was approved

3. Apologies:

Apologies were noted for Matilde Fontanin, Sandy Hirsh and Hollie Hubenschmidt. Laskowski. Loida Garcia-Febo and Margaret Law were delayed.

4. Approval of minutes from Section meeting in Lyon

Minutes were approved

5. Co-chairs Report: Ulrike Lang and Catharina Isberg

Ulrike and Catharina's report was published in the [June 2015 CPDWL Newsletter](#) and important papers such as the Action Plan, etc. have been sent in advance.

6. Treasurer's Report and financial information

CPDWL has 3368 euros in the IFLA account that is earmarked for CPDWL activities. The Standing Committee has 150 euros available from IFLA for printing materials at the conference or refreshments at a mid-term meeting but the Standing Committee did not need to use this. IFLA Headquarters approved transferring the money from this years satellite meeting to grants covering expenses for next year's satellite meeting.

7. Report from Leadership Brief

Four key initiatives were discussed at the Leadership Brief:

- Libraries in society
- Information and knowledge
- Culture and heritage
- Capacity building

CPDWL needs to make sure we are supporting these in our programs and satellite meetings. Catharina will send out a link to this information.

She also emphasized the importance of developing and keeping closer relationships with the Professional Board

8. Report from Division Meeting

The discussion related to the high-level goals of the IFLA strategic plan. Division four raised the question about the fourth goal: 'Building Capacity.' CPDWL felt there was a need to expand this to include capacity building for all levels of professionals, not just senior librarians. Members from Division Four drafted a proposal to include an amendment to this and presented it to the Professional Board.

9. Election of Officers

- Co-chairs (and Treasurer): Catharina Isberg and Ewa Stenberg
- Secretary: Vivian Lewis
- Information Coordinator: Mary Laskowski

10. WLIC 2015 Program in Cape Town

The session co-sponsored with the Public Libraries section titled "Learning across boundaries" was very successful. Feedback was positive. Seventeen tables had active participation. Catharina thanked the Standing Committee members who worked on this, especially Vivian Lewis.

11. Columbus Conference Programs 2015

The group discussed collaborating with other Standing Committees on potential programs. Several ideas were explored:

- SET: Online education and Learning. Information about this was shared in an email on July 28 from Suzanne Samir, SET Standing Committee member. The event will take place at Kent State University and will be divided into 2 clusters:
 - 1- (August 15) Historical perspectives; technical support and infrastructure of the online education and training in library science; best experiences
 - 2- (August 16) Workshop about needs; challenges; open access resources such as Moodle - Mooc - Joomla

The event will place in collaboration with Ohio Reference Excellence (Ohio Library Council). This will allow a practical workshop in one of their equipped labs. The collaboration with CPDWL will allow a maximum coverage of the profession within the event scope and it will cover the academic and professional facets. Sandy Hirsh has offered to help with content and speakers. Juanita Jara de Sumar and Ulrike Lang will represent CPDWL in the initial discussions. Sandy will be the CPDWL-representative on this.

- The group discussed that it would be helpful to focus on the "workplace learning" aspect of CPDWL. Perhaps we could share best practices. One idea was to have a session on "Design Thinking." Another idea was a program about how to convince your organization to support your professional development. This could involve how to make the case for PD support, managing up, advocacy skills, etc. An idea associated with this was to have a session where we taught advocacy skills and then translate this into how we could use this to convince our managers to support our professional development. This will be the subject on the webinar during the autumn 2015. Matilde Fontanin is working on this.

- The group also discussed conducting a workshop on the Quality Guidelines. Jana Varlejs, Gillian Hallam and Ewa Stenberg will explore this. Gillian is coordinating it.
- Jane Dysart and Monica Ertel will work on a “Knowledge Café” in conjunction with the Knowledge Management and Parliamentary Libraries Standing Committees.

12. Cleveland/Columbus Satellite conference

- The proposal for a satellite meeting in Columbus was approved. The topic is “Transforming Libraries: What does this mean for continuing professional development and workplace learning?” Four to six sub-themes would be identified. It was recommended that there be eight peer reviewed papers as well as personal stories. Personal career consultations will also be included. The program will focus on practical issues. There will be plenary sessions for everyone. A suggestion was to have three streams: New professionals, mid-career professionals and senior professionals. However, the SC agreed that streams would not support the participative and learning spirit that CPDWL seeks to foster. It was noted that it would be important to work on different voices and include speakers from a wide array of countries.
- The Cleveland Public Library will host the meeting. It is about 2.5 hours’ drive between Cleveland and Columbus. Once the content is settled, transportation options will be discussed.
- The group discussed who would work on the satellite. The different roles and responsibility needs to be decided within the working group. Ulrike Lang volunteered to be the overall coordinator. Cindy Lombardo agreed to be the logistics coordinator. Group: Almuth Gastinger, Vivian Lewis, Mary Jo Romaniuk, Susan Schnuer, Margaret Law. Catharina Isberg will be the cochair contact. Anne Lehto emphasized that it is important to have someone from the home city be involved in this part of the program planning. We should be able to use some of the materials Ewa designed for this year’s satellite meeting as templates. Susan and Ewa will prepare these by the end of September for further use.

13. Information and Communication of CPDWL

Monica Ertel reported that CPDWL has 1,297 ‘friends’ on the CPDWL Facebook page – a 69% increase since last August. Members were encouraged to post information on anything related to professional development or workplace learning. Non-members can post information as well. The Blog continues to be updated but there is relatively little discussion on the posted items. Monica has not taken advantage of the Communication Committee. An idea was put forth that different people on the Communication Committee could be responsible for different types of social media such as Facebook, Twitter, LinkedIn, etc.

Juanita noted that it is hard to get content for the newsletter. She felt that the newsletter should be published more than twice a year but this is difficult if content is not available.

14. Satellite Conference, Milnerton, August 12-14 report: Ewa Stenberg

This was a very successful meeting. Feedback was very positive. Ulrike and Catharina gave a very big thank you to Ewa Stenberg for organizing the satellite meeting and Clare Walker for managing all of the logistics. The staff at the Milnerton Public Library were great to work with.

Ewa Stenberg drafted a letter of thanks to be sent to the Director. The entire Standing Committee recognized their hard work. Sixty-three delegates attended the meeting. The venue and transportation worked well. Registrations were driven by the Facebook page and IFLA-L announcements.

Ewa offered some key takeaways from the meeting:

- It is essential to have a local person involved
- The working group should not be too large
- There needs to be clear directions for editing the papers
- Certificates of attendance should only be given at the end of the meeting

It was noted that it took quite a bit of work to edit the papers for publication. It could be useful to have a session on how to write and submit research papers. Vivian Lewis, Mary Jo Romaniuk, Ewa Stenberg, Eileen Breen and Cindy Lombardo will discuss how we might do this and make recommendations. Papers from the satellite meeting will be published as part of the Green Book series.

15. WLIC 2017

The 2017 congress will be held in Poland. CPDWL will not hold a satellite meeting. Going forward we will only hold satellite meetings every two or three years. In addition, no satellite meeting will be held without someone from the local area on the planning committee.

16. CPDWL Projects

- Webinars: Loida Garcia-Febo
 - Two webinars were held this year. Another will be held in October and will be coordinated by Matilde Fontanin. They have been very successful. The November 2014 webinar had 3,000 attendees and 10,000 hits afterwards.
 - Mary Ellen Davis will coordinate one with someone from another country to be identified. Sandy Hirsh will be asked to coordinate one and Matilde Fontanin will be asked if she would like to do another one as well. Almuth Castinger also agreed to help out on this together with someone else from the committee.
- CPDWL Conference Program Handbook: Susan Schnuer
 - There has been no activity this year but Susan will work with Ewa Stenberg to publish a practical guidebook including templates
- Quality Guidelines: Jana Varlejs
 - CPDWL members approved the Guidelines. It will now be submitted to IFLA for final approval.
- Building Strong Library Associations:
 - Ewa Stenberg, Gillian Hallan, Catharina Isberg and Anna Marie Goosen will follow-up. Catharina will initially take the lead.
- Lyon Declaration: Catharina Isberg, Susan Schnuer and Vivian Lewis will submit comments for CPDWL. Susan will take the lead.

17. CPDWL Strategic Plan update

A revised action plan for CPDWL in line with the new IFLA strategic plan will be written. All committee members are asked to come with input.

Next year this needs to be discussed during the SC meetings in Columbus.

18. New Business / Other Business

- Corresponding members were discussed. After the meeting many interested in becoming corresponding members came forward. The co-chairs will look into this further and decide.

19. Closure / adjournment of meeting

Adjourned 11:15 am

Minutes respectfully submitted by Monica Ertel for Sandy Hirsh/Vivian Lewis