**Health and Biosciences Libraries SC - IFLA , Kuala Lumpur, Malaysia , August 2018**

Minutes of 2nd HBS Business Meeting : Wednesday 29th August 1:30 – 3:30 pm.

**SC Members PRESENT**: Maria Musoke (Chair), Emma Farrow (Secretary), Judy Consales (Information Co-ordinator). Committee members: Anne Brice (SIG Convenor), Michael Huang, Evelyn Idiodi, Christine Kanyengo, Octavia Madge, Bethany McGowan (corresponding member), Martin Morris and Heather Todd.

Observers: Ranita Hisham (Malaysia), Yukie Isobe (Japan), Naana Otaa-Gyamfi (USA), Sanizan Sardzi (Malaysia), Masae Sato (Japan) and Philip Segall (UK).

**APOLOGIES**: were received from: Prudence Dalrymple and Shane Godbolt (corresponding members) Sarah Kibirige, Anne Seymour, Chun-pong Yu. (SC members)

Vicki McDonald, Chair of IFLA Division 1, joined the second part of the meeting.
Two other sections participated: Academic and Research Libraries: Mimi Calter (ARL Chair); Science and Technology Libraries: **Patrick Danowski (STL Chair, for item 2), Annelie Janred (STL Secretary).**

**Agenda** (circulated 28th August)

1. **Welcome and apologies**
2. **Approval of the Agenda**
3. **Communication from the Chair**- Announcements etc
- Feedback from our open session
- Comments from committee
4. **2019 Theme and subthemes**
- Drafts already sent by email
- Possibility of 1 hour open session
- Possibility of 2 hour joint session with Academic and Research Libraries section on theme of partnerships or collaborations among health and biomedical teams in research and academic libraries / institutions, tied to relevant SDGs e.g. health plus water and sanitation
- Identify programme lead/joint session coordinators (two people)
- Satellite meeting
5. **Action Plan 2018/19 and Annual Report 2017/18**
	1. Update from ongoing activities, working groups or projects.
		1. Discussion and review of specific issues
		- Communication with members (strategy by Feb 2019, web pages, etc.)
		- Publications authored by the Section (IFLA book / special journal issue)
		- Any awards managed by the Section
		- SIG report
		- Ideas for new activities.
		2. Funded projects *–* ongoing and new\* (\*see paper from Shane)
		3. Revision and update of HBS annual report 2017/18 to take into account completed activities*.* (refer to Chair’s / Info Coordinator’s reports)
		Deadline October
6. **Global Vision strategy**
7. **Any other business**

**1. Agenda** (circulated 28th August)

The agenda was amended to include an announcement by the Chair of IFLA Science & Technology Libraries section. Martin Morris proposed and Michael Huang seconded, approval of the agenda.

**2. Welcome**

TheChair opened the meeting and welcomed those present.

**3.Joint Satellite Meeting proposal**

The Chair of Science and Technology Libraries section, Patrick Danowski, invited HBS and/or E4GDH to collaborate on a Satellite meeting on Open Science and Open Data hosted by his institution in Vienna.
He reported:
- One day of presentations on 21st August followed by a day of visits.
- Vienna is a 2-hour flight from Athens.
- Institute of Science is close to the city centre, easily accessible by public transport and has a free venue.

- A small charge (e.g. euro 20) may be payable to cover some costs.

The committee recognised the value of the two sections working together; this proposal will be discussed under 5.

1. **Communication from the Chair**

a) Feedback from our open session
An excellent session with strong papers and an attendance of between 80 – 100 participants.
Gifts for the speakers plus the invite for audience to join a group photo were great initiatives.
Initial feedback from participants was very encouraging; suggestions for future themes will be noted.
**ACTION: Chair** will collate feedback.  **Judy** will add people to the MEDLIB list.

b) 2019 elections:
Current corresponding members were invited to join as full members, if they are able to attend most IFLA congresses.
Members coming to the end of their first 4 year period were invited to be re-nominated.
Observers and other interested individuals were invited to apply.

As people have to be nominated by a current HBS member, it was noted that the list of HBS paid up institutional and individual members can be drawn upon when seeking nominators.

**5. 2019 Theme and subthemes**

Chair updated the committee that when sections collaborate, there are no longer extra hours given. Our two-hour allocation would be spilt into a one-hour HBS session and a two-hour joint session.

**a. 1 hour open session**
Agreed: HBS 1 hour open session will consist of 8 lightning talks of 5 minutes each; maximum 3 slides, including a title slide; questions after a block of presentations e.g. 2 sets of 4 papers.
Shane’s theme and subtheme proposal will be adjusted to include biosciences; dialogue with minority groups will be added, with the example of rare diseases. This will be suggestive, not prescriptive. Overall theme will be “HBS: dialogues for change”.
If papers are not required by IFLA, new professionals may be more encouraged to submit, although selection will still be by abstract. The suggestion of one student paper per theme was supported.

**b. 2 hour joint session**
- Possibility of 2 hour joint session with Academic and Research Libraries section on the theme of partnerships or collaborations among health and biomedical teams in research and academic libraries / institutions, linking with relevant SDGs e.g. health plus water and sanitation
resource sharing e.g. moving into new roles.

**c. Programme lead/joint session coordinators
ACTION: Martin and Christine** volunteered to be HBS programme leads for the one hour session.

**ACTION:** Two other volunteers are needed for the joint session.
[See IFLA guidance: [Congress planning committee](https://www.ifla.org/officers-corner/sc-members#roles)]

**d. Satellite meeting**i. As discussed in first meeting, Asimina had proposed an OA related satellite meeting at her home institution, National & Kapodistrian University of Athens, Library of Health Sciences.
The committee asked for assurance that most of the work would be done by the host. The Chair reported she had contacted Asmina by email *[Update: Asmina confirmed she would meet the conditions set by the Committee shortly after the meeting].*
ii. Patrick’s proposal for an Open Science – Open Data satellite meeting in Vienna was then discussed. It was noted that this did not coincide with the OA Satellite and members should be able to attend both.

**6. Action Plan 2018/19 and Annual Report 2017/18**

* 1. Update from ongoing activities, working groups or projects.

Reports were given at our first business meeting.

6.1.1 Discussion and review of specific issues:
a. Communication with members (strategy by Feb 2019, web pages, etc.)
Judy’s update from Communications meeting included website with new functionality and improved navigation; feedback from all section pages will be used to develop a monthly IFLA newsletter.
**ACTION: Bethany and Judy** will draft the communications strategy.

b. Publications authored by the Section (IFLA book / special journal issue)
b.i. IFLA book: detailed information circulated after first business meeting; submissions from S America, Australia/New Zealand, and Asia particularly welcome.
**ACTION: HBS committee** to identify additional authors.

b.ii. IFLA journal issue: Steve Witt has clarified authors of all papers submitted for a conference need to make a minimum of 30% revision in content plus new title prior to publication in IFLA journal.
**ACTION: Chair** to lead process, starting with a review of potential papers from our 2018 call for papers; noted 30 abstracts received with many strong submissions.

c. Any awards managed by the Section
- HBS does not currently offer any awards but can learn from other sections e.g. ARL, Management and Marketing, and Public Libraries.
- Vicki encouraged committee to self-nominate for the new [IFLA Dynamic Unit and Impact Award](https://www.ifla.org/professional-committee/awards/dynamic-unit) in 2019 as HBS is a very active section.
**ACTION: Secretary** to alert committee when Dynamic Unit call opens plus explore how other sections fund awards.
d. SIG report – E4GDH [Evidence for Global and Disaster Health] verbal update
Anne Brice outlined the journey of the SIG from the exploratory meeting at the 2017 congress, via a petition and full proposal, to IFLA approval in January 2018. Since then, E4GDH has contributed to the [IFLA Disaster Risk Reduction / Sendai briefing](https://www.ifla.org/node/36546) and held a satellite meeting with an open session to follow on Tuesday.
Next steps include an after-action review of the satellite meeting and follow up of any impact stories. To share the presentations more widely, webinars and master classes are planned. Existing work will not be duplicated, instead links built for example with IFLA regional groups; an agile and flexible approach will be adopted.

6.1.2 Ideas for new activities.

a. Funded projects
Clarification was sought on Shane’s proposal for a new funded project:
- why Malaysia was selected when other countries are in (greater) need of support.
- how will sustainability be built in, e.g. via cascade training? Skills to cascade as well as content?
- could alternative funding sought for training in-country? One example was Elsevier.
- Maria proposed exploring the addition of the same research tool used to identify training needs in the ECSA region, to enable a comparative view.
- The deadline for funding proposals is 31st October to enable discussion at December PC meeting
**ACTION: Shane** to provide more information for committee to discuss.

b. Revision and update of HBS annual report 2017/18 to take into account completed activities*.* (with reference to Chair’s report). Deadline 31st October.
**ACTION: Secretary** to share updated annual report via google docs for any comments.
**ACTION: Secretary** to circulate updated action plan via google docs; **Committee** to contribute ideas and updates as in 2017.

**7. Global Vision strategy**

Further progress made with our Global Vision report during the congress: Emma discussed our draft with Despina, IFLA lead coordinator, then met with Maria. Anne Brice. Judy and Martin joined Emma for a group discussion after the SIG open session. The final deadline for submission is 17 Sept.

**ACTION: Secretary** will update the report and then circulate via google docs for further comments plus propose a zoom meeting.
**ACTION: HBS committee** will respond promptly and fully to ensure a representative final report.

 **8. Any other business**

- Heather represented HBS in an OA discussion during the congress; her progress report was shared and HBS support for an IFLA statement on Open Access was approved.
*[Update: The OA proposal was formally presented at the General Assembly and it was prioritised for review by the Professional Committee]*

- The Chair was thanked for her dedication in leading the HBS committee throughout the year.

There being no other business the Chair thanked all present and closed the meeting.