IT Section Standing Committee Meeting Minutes
Friday, 28 August 2020, 08:30 EST

Meeting attendees:

May Chang (Chair)
Maria Kadesjö (Secretary)
François-Xavier Boffy (Information Coordinator)
Edmund Balnaves
Anna Tereza Barbosa da Silva
Leda Bultrini
Almudena Caballos Villar
Wouter Klapwijk
Lynn Kleinveldt
Nthabiseng Kotsokoane
Cory Lampert
Zainab Ajab Mohideen

Elena Sánchez Nogales
Maria de la Peña
María Loretto Puga
Michelle Ryu
Sogoba Souleymane
Alireza Tayarani
Emina Čano Tomić
Ngozi Blessing Ukachi
Astrid Verheusen
Evviva Weinraub Lajoie
Jianyong Zhang
Katherine Zwaard

Absent:

Peter Leinen

1. **Chang opened the meeting and welcomed the attendees**

2. **Approval of the Agenda**
   The meeting approved the agenda.

3. **Approval of the 2019 Annual Report and Minutes for IT Section**
   All were previously approved via email, and submitted to IFLA HQ and posted on website (https://bit.ly/3fRcZim; https://www.ifla.org/node/37088).

4. **Updates/Reports**

   a. From HQ/Professional Committee
   Chang reported that HQ is continuing its work on the IFLA Governance review and collecting survey and round table results. Analysis should be available in end September and Division 3 is planning a meeting after that to discuss further.

   b. From Information Coordinator
   Boffy reported that the communication team are working on the following:
   • the website is updated with 2019-2020 information; we are waiting for a new website from IFLA, looking forward to new options and possibilities.
   • A Communication plan has been created and the latest version can be found on Basecamp.
   • A new issue of the TILT newsletter is on its way, a call for articles has been posted. SC members are requested to help with call for articles and/or submit an item.
   • The team also explored the opportunity to use a new communication channel. The poll resulted in 14 votes for a Twitter account with 3 for a Facebook Page. This new channel will be created and used for a 6-month pilot.
   • We will also try to encourage more activity on the IFLA-IT mailing list including posting more regular information or resources of interest to the IFLA IT audience.

5. **Action Plan, 2019-20** (https://bit.ly/2PIYYbO)

   a. WLIC2020 events postponed/rescheduled/changed to virtual event
      - Boffy reported that the planned joint open session with Preservation & Conservation Section on *Preserving complex digital objects in libraries* will take place at the next WLIC. Two final papers had been collected and the planning group are planning to provide pre-recorded videos and to be present online for Q&A.

      - Bultrini reported that the planned joint open session with KM Section on *The effect of library systems to the delivery of services to user communities* is postponed until 2021 and if Rotterdam will not happen they will do it online.

   b. Projects/activities completed
      - Balnaves reported on this completed document on Guidelines/principles on cybersecurity for libraries. It was circulated to SC members and we are now waiting for feedback from the IFLA policy office. Chang to follow up.

6. **Action Plan, 2020-21**

   a. Series of webinars on IT related topics
      Kleinveldt reported that Covid-19 have made it difficult to run the webinars this year. The group asked for a continuation of their work and to report next year. The meeting agreed. The group is looking for new members and Zainab volunteered.

   b. Publication of "*Robots in Libraries*" by DeGruyter
      Update from Seeliger that the work has been delayed until 2021.

   c. Create standards that certify interoperability for technologies
      Mohideen reported that the working group have meet monthly since June. The group is working well together and have discussed the following topics:
      - Open knowledge sharing and open infrastructure.
      - To propose a standard platform.
      - As mentioned by Kaitlin Thaney in an impressive document discussion - https://bit.ly/2R13Ppy.
      - Mohideen reports that at this stage they have already made a progress and a step on their decision to collect data to ensure the platform that will be proposed. A survey has been designed by Dr. Zainab - https://bit.ly/320uppc.
      - The group will be meeting in September to finalize the survey and data collection process before proposing a framework to support the standard data among IFLA libraries.

   d. Research data and libraries
      Bultrini reported that this activity is dependent on what can be done in these corona times. Based on discussions at KM Section, Chang to contact DH/DS SIG Convenor discuss possible joint activity.

   e. Proposal: Sunset IT Section Skills Register
      Chang reported that the register was developed some 5-6 years ago but has not really been used, and the names of the list quickly become inactive. Chang recommended that we sunset it. Kleinveldt suggested publishing the information on the website, and the Communications group was asked to discuss and report back on this option.

f. Proposal: Develop a series of technology-related checklists in collaboration with IFLA Policy Office
Chang reported that Valensiya Dresvyannikova, IFLA Policy and Research Officer, had proposed to develop "a series of checklists that libraries could use to see what kind of tech equipment and skills they may need to introduce specific library services – a sort-of Tech Needs Checklist." As these would be quite technology and equipment-focused, she wanted to run the idea by IT Section SC.

Topics should be practical, relevant and timely in terms of both currency and completion. Valensiya proposed 6 checklists a year (1 every other month) – she can develop 4 and the IT Section SC could initiate 2 checklists. We will do this as a pilot and review at the next annual meeting. This was approved at the meeting.

A group consisting of Chang, Boffy, Klapwijk, Kleinveldt, Lampert and Tayarani will meet with Dresvyannikova and report back.

g. WLIC2021, Rotterdam, Netherlands
Chang reported that this is still the plan and we are waiting to hear back from HQ on further developments. However, we should still plan on a theme for a satellite and/or open session. Sánchez Nogales suggested Open Education resources, role of technology, technology support, etc., and could also be a joint session with another unit. Chang suggested SC members consider this and other themes in preparation for discussion and selection at the next SC meeting.

7. **Any other business**

a. Next meeting
Chang clarified that this annual WLIC meeting would normally be an SC1 meeting followed a few days later by the SC2 meeting. She suggested that we have a SC2 meeting in October to hear back from HQ on developments and the discuss and finalize our theme(s).

There being no other business, the meeting ended at 09:30 EST.

IT Section Standing Committee Meeting Minutes
Friday, 9 October 2020 at 08:30 EDT

Meeting attendees:

May Chang (Chair)
Maria Kadesjö (Secretary)
Edmund Balnaves
Leda Bultrini
Almudena Caballos Villar
Wouter Klapwijk
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Ngozi Blessing Ukachi
Astrid Verheusen

Absent:

François-Xavier Boffy (Information Coordinator)
Peter Leinen
Anna Tereza Barbosa da Silva
Michelle Ryu
Alireza Tayarani
Evviva Weinraub Lajoie
Jianyong Zhang
Katherine Zwaard

8. **Chang opened the meeting and welcomed the attendees**

9. **Approval of the Agenda**
   The meeting approved the agenda.

10. **Updates from HQ and Div. 3.**
    Chang had forwarded minutes of Div. 3 meeting held on 2 October.
    The survey on the Governance Review Draft Proposal that took place between 22 June and 14 July this year resulted in a good response rate. There was agreement with the direction and suggestions of the proposal, but there were also several areas of concern, recurring questions and many suggestions for proposal.

    Chang asked the meeting for comments to be noted in these minutes and can be sent to the Governing board via Div. 3. There was a consensus that some things have already been decided and there is no further use in trying to change things.

    WLIC in 2021 and 2022
    The annual conference in 2021 is confirmed to be virtual. It takes some effort to make a virtual conference good and it needs more inclusion. A list of online conference platforms had been collected at Div. 3 for the GB so an idea of what is possible was distributed.

    2021 - Virtual
    2022 - Dublin, Ireland, onsite with "a strengthened online element"
    2023 - Rotterdam, the Netherlands, hybrid online/in-person format

    The meeting had questions:

Q: with the virtual conference, will it still be a five day event?
A: we do not know yet

Q: Can you explain the hybrid model that is proposed in 2023.
A: It's too far away to plan in detail. It will take place in Europe three years in a row.

Q: How is IFLA going to handle the lack of income from the WLIC?
A: We do not know yet. One SC member commented that IFLA should embrace a lower cost registration so that there is an opportunity to widen the access and get more people involved. Verheusen shared that the Liber conference attracted 2,000 participants this year compared to the usual 300-400. However, it is not without costs to organize a virtual conference. Between 60-70% of the registrants participated. Ukachi shared that they arranged an online training and this time they charged only 20% of the normal rate.

2021 Election year
Next year is election year! New SC-members and new officers are to be elected. However, the nomination and election cycle for the 2021 elections could be affected by the outcome of the governance review. Details and supporting documents regarding the election process should be posted toward the end of 2020. More info here https://www.ifla.org/officers-corner/nomination-election-process

The IFLA website
A new site will be piloted in the coming months.

11. **Confirm theme for Satellite and/or Open Session**

The next WLIC is going to be virtual. Chang suggested that we focus a theme for the main session, since it's not very likely that we will have a satellite.

Aspects to consider when choosing a theme:
- Format: Possibilities include workshop, hack fest, think lab, show and tell, lightning talk, etc. and make it more active...?
- Should a discussion be able go on for example on a blog...
- It's not as easy as last year to find other sections to work with. Is a two hour session enough or should we find another format?

Suggestions for theme from the section:

1. Open education resource.
2. From constrains to opportunities
3. Library Conquest Technology: BYOD and BYOA
4. Fake news and disinformation...
5. Tech lab. Lightning talk as an IT Section event...

Theme 1 had the most support. Sánchez Nogales will take the lead and volunteers are asked to contact her. One suggestion is that perhaps we don't have to have a 2 hour session but might be able to spread out 1h session.

The meeting stated that we still have some time to talk about format and themes when we get more info from HQ. We have one solid suggestion and can consider others when we get more info. We will try to handle the rest of the items via email and Basecamp as it is not easy to find a suitable time due to time zones.

Comments from the chat:

- Thank you May for your work and for all the information, for us Latin America is very important the issue of representativeness! And the multilingualism
- Is there any info on the fees? Since it is an online conference virtually
- A suggestion on Virtual Conference is Scheduling.... time management and scheduling on session are great barrier. Online Event Schedule template might be useful for participant
- Is there a possibility to multiply the number of sessions during the virtual conference to overcome the time problem?
- In a normal year, cost and travel is such a barrier to participating in IFLA. I hope that the organizers can embrace the opportunity of virtual and make it a lower cost registration. Perhaps this can actually encourage new participants and ideas.
- IFLA will need a Canvas Business Model (CBM) for virtual Conference
- I agree, it is an opportunity for IFLA to be more inclusive :) Many colleagues have not been able to travel to present their excellent work due to the costs implicated.
- Every session should be max 1/2 hours ONLY due to bandwidth issues

12. Any other business

There being no other business, the meeting ended at 09:30 EDT.