



Reference & Information Services Section Standing Committee
ANNUAL REPORT
2017-2018

Introduction

Professional Units must prepare an Annual Report each year. It has been agreed by the Governing Board that this can cover the period September 2017 – August 2018 to correspond to the terms of the Standing Committee. 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.

The Officers of the Section should return this form to the Division Chair and Professional Support Officer no later than 31 October 2018.

A summary should be provided to the membership of the Professional Unit.

Further guidance on Annual Reports can be found in the Officers corner: <http://www.ifla.org/officers-corner/annual-reports>

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. Create an engaging program call for the main session of the 2018 Conference	<p>We had a very successful session at the 2018 WLIC. We had two excellent topics .</p> <p>Librarians as information champions in the world of infobesity and fake news. By: Jérémy Lachal, Bibliothèques Sans Frontières, France Muy-Cheng Peich, Bibliothèques Sans Frontières, France Adam Echelman, Libraries Without Borders, United States Allister Chang, Libraries Without Borders International, United States</p> <p>Librarians beyond brick and mortar: A framework for embedding STEM library services in virtual spaces. By: Trevor Watkins, Kent State University, United States</p> <p>We incorporated an audience participation component in this session. At the end of each presentation, we asked the speakers to present important discussion questions and the audience discussed and reported back on their discussions.</p>	Completed	

2. Collaborate with the Information Technology Section to hold a Satellite meeting in 2018	<p>We held a successful Satellite meeting in conjunction with the Information Technology Section and the University of Malaya Libraries. We have submitted a separate report on this Meeting. There were speakers from several countries and many local and international participants. The presentations and discussions were lively. Our host was very helpful in execution of a super event. They really made extra effort to make people feel welcome. Entertainment at the meeting social events was excellent.</p>	<p>Completed and report sent to IFLA HQ. This was a great success</p>	
3. Create a Guidelines for Reference and Information Services	<p>We are continuing to work on this project.</p>	<p>A first draft was completed but required additional content.</p>	<p>Committee members have limited time to contribute to this activity so this is taking longer than expected.</p>
4. Enhance our communications and activities for/with section members, other interested librarians and especially our Facebook followers	<p>We have been working at keeping up on postings to our Facebook Group and on our section of the IFLA website. We are now using the official IFLA logos for our page and will be strategizing about some communication topics during the early part of 2019.</p>	<p>Many of our posts are being liked by over 200-300 people. We now have 2,148 followers.</p>	<p>Getting all members of the Standing Committee to post is a challenge because some countries do not have Facebook. Some members do not have accounts so not all can participate. A few key members are working at regular postings.</p>
5.			

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. Standing Committee Meeting to Discuss the Global Vision	We contributed input to the Global Vision	We submitted our report as requested by IFLA HQ	We hope that our contributions
2.			
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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.Christine Brown	Chair – contributor to planning, reviewing and implementation of Session at WLIC and Co-Chair of Satellite Meeting at University of Malaya I contribute to posts on the Facebook page I have reviewed progress on the Guidelines project	

	<p>Contributed to the Global Vision Workshop in Barcelona</p> <p>Lead workshop with Standing Committee after the Barcelona meeting</p> <p>Attended WLIC 2018</p>
2.Marydee Ojala	<p>Secretary – Takes notes at all meetings, Co-Chair, contributor to planning and reviewing of Session for WLIC. Collaborated on planning and review of papers for the Satellite meeting at University of Malaya</p> <p>Contributed to the Global Vision Workshop in Barcelona</p> <p>Attended WLIC 2018 and our Satellite meeting and WLIC sessions and meetings</p>
3.Laverne Page	<p>Information Officer, attended WLIC 2018 and our satellite meeting, posted to Facebook page, contributed to section discussion of the Global Vision.</p>
4.Julie Biando-Edwards	<p>Reviewer of papers for satellite meeting and WLIC session. Contributes to Facebook, contributed to the section meeting on Global Vision</p>
5.Philippa Andreasson	<p>Reviewer of papers for satellite meeting and WLIC session. Contributed to the section meeting on Global Vision. Was to be co-chair this year but not able to contribute as she would have liked due to other professional responsibilities</p>
6. Laura Ballestra	<p>Leading the creating of the Guidelines, contributed to section meeting Global Vision</p>
7. Edwin Qobose	<p>Contributed to section meeting on Global Vision discussions, contributing to work on Guidelines, Answers questions via email</p>

8. Lilianna Nalewajska	Has answered questions via email, contributed comments to the section Global Vision discussion
9. Jin Hongya	Answered an email about the Global Vision discussion but only a simple confirmation
10. Melissa Miller	Contributed to Guidelines, answers questions via email, Contributed to Global Vision meeting
11. Jooza Al Marri	Answers questions posed via email, contributed to the section Global Vision discussions. Attended WLIC 2018, is contributing to the planning of a joint session with Science & Technology Section
12. Hong Jiang	
13. Veronica Kulczewski	
14. Fabiola Elena Rosales-Salinas	Helps translate into Spanish, answers questions posed via email, Contributed to section Global Vision discussion via email responses, Helping with Guidelines
15. Rania Shaarawy	Helps with translation into French, attended WLIC 2018
16. Yuriko Watanabe	Answers questions via email, participated in Global Vision discussion via email
17. Jane Sanchez	Attended WLIC 2018, contributed via email to the discussion of the section discussion of Global Vision, answers questions via email, contributes to decision on session topics
Add as required	

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>
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Add as required

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. June 4, 2018	RISS Standing Committee Zoom Meeting	Discuss Global Vision report we were to send to IFLA HQ
2. June 5, 2018	Skype RISS Officers meeting	Confirm details for Satellite meeting and session at WLIC. Outline agendas for business meetings
3. Aug 24, 2018	In person business meeting	Discussion of challenges facing reference & information services, final plans for session, discussion of action items and report from Professional Committee briefing earlier in the day – Minutes posted to RISS website
4. Aug 28, 2018	In person business meeting	Discussion of topics for next year’s session at WLIC, information sharing from other sessions and meetings, questions from the floor about the Committee and our work – Minutes posted to RISS website
5. Various Dates	Email communication	Committee members communicate via email to share information and work on activities

Please return this form to the Division Chair and Professional Support Officer (joanne.yeomans@ifla.org) no later than 31 October 2017.

Please also make a summary of this form available to the IFLA Members registered with the Professional Unit, removing any sensitive information such as risks, individuals' contributions, etc.

(Officers can obtain a list of their IFLA Members from membership@ifla.org).

When making the Annual Report public, please remove any information you think should not be shared. A web page template has been shared with Information Coordinators which you might use for this purpose: <https://codex.ifla.org/node/12489> [access with Codex log-in].