



**IFLA Committee on Standards
Meeting (via Skype), 24 March 2014
14:00 a.m. (UCT)**

Agenda

Present: Patrice Landry (Chair), Clara Chu (GB representative), Abraham Azubuike, Anita Goldberga, Marian Koren, Jan Richards, Frederick Zarndt, Joanne Yeomans.

Apologies: Anders Cato, Maria Inês Cordeiro,

Call started 14:04.

1. Welcome and introduction

Patrice thanked everyone for taking the time to participate in the call. It is important that the Committee has regular meeting during the year to discuss and monitor the progress of the Committee's objectives.

Patrice formally welcomed the two new members, Frederick Zarndt and Abraham Azubuike, who were confirmed by the Governing Board at their December 2013 meeting. They have both been participating in the Committee's Working Group on developing a standards manual.

2. Adoption of the Agenda

Item 8 (PC Project proposals) is deleted as it is already covered in item 4.2. No other changes; the agenda is approved.

3. Approval of the draft minutes of the 30 October 2013 CoS Skype call.

No corrections or additions were proposed so they are approved and will be posted online.

4. Matters arising since the 30 October 2013 meeting

On January 24, Patrice, had a Skype meeting with Joanne and Clara to receive feedback from the December PC and GB meetings as it related to the Committee on Standards. The PC has asked for a follow-up to the 2013 CoS Report on Review/Task/Working Groups and more precisely on more precise information on the structure and election process of ISBD and FRBR (as well as of Namespaces). This will be undertaken before the August meetings. All the other matters discussed were as follows:

4.1 PC project proposal – Impact study of IFLA standards

The project proposal was approved in principle by the PC at its December 2013 meeting. Some clarifications on the resources were requested by the PC, which were given by the Chair of the Library Theory and Research (LTR) section who is a leading partner in this project. The PC will confirm the details of funding at their April meeting. Patrice plans a meeting with the project members (of LTR Section and Statistics and Evaluation (STAT) section) later on in April to get the project underway. It is a two-year project and the results should be given in 2015 at a planned Satellite Meeting.

4.2 PC project proposals – CoS support in evaluating standards projects

Since December 2012, CoS has been supporting the PC in its evaluation of project proposals, concentrating on proposals relating to standards. This year, Anita, Jan and Patrice evaluated six project proposals and made detailed recommendations to the PC, which were accepted by the PC. The PC thanked them for their quick and comprehensive response which helped them reach a final decision and communicate this quickly to the Sections concerned. This is a tangible example of the work of our Committee in supporting the PC in their funding of standards work.

4.3 PC/CoS evaluation of Dyslexia Guidelines

The PC needs to approve all IFLA standards before publication. This is presently a difficult task as there are no official criteria for evaluating new and revised standards. This is a problem that will be solved with the CoS Manual on developing IFLA standards, which should be released in August 2014. At the December 2013 meeting, the PC set up a three person Working Group to evaluate the draft version of the Dyslexia Guidelines from the LSN Section (Library Services to People with Special Needs) which were submitted for consideration in January 2014. Patrice was a member of that group and it was decided to make some suggestions as to improve the draft guidelines. The Working Group developing a standards manual, is presently drafting instructions to make clear what are the elements that should be part of each type of standards and to give examples (best practices) in the template section of the manual.

The PC would like this Standards Working Group to work with LSN to develop the guidelines in line with their recommendations before August so that they can ideally be endorsed by the PC in July, in time to be launched during the WLIC. A second set of guidelines has also been received by the PC from the Rare Books and Manuscripts Section (RBMS), and the PC is asking the Standards Committee Working Group to also consider these and give a recommendation on approval or otherwise, and perhaps share the RBMS guidelines with LSN to indicate some good examples. Joanne will pass on full details from the PC to Patrice after today's call.

4.4 Namespaces study

Four of the seven standards-related project proposals submitted at the December 2013 PC meeting were directly (3) and indirectly (1) related to Namespaces, and several questions were raised by the PC on the nature of the work, the relationship with a third party (the Registry) and the notion of consultancy. The PC felt it needed a bit more information on the IFLA Namespaces work and so requested a report answering some questions. The Namespaces Technical Group was created in 2010 whilst Patrice was Chair of the PC so he was well placed to compile the report.

Patrice will circulate the draft report to the Committee and welcomes any comments or corrections to it before he submits it to the PC on 25 March. Clara will present the paper to the PC at the meeting on 8 April.

5. Working Group on developing IFLA standards procedures manual – update

Patrice reported that a good part of the manual is finished and the emphasis now is to add the elements and requirements of each of the types of IFLA standards (i.e. guideline, conceptual models...) and to complete the template which consists of examples of what should be in a standard. It is hoped that his work will be finished by the end of April and that a draft version

can be circulated to IFLA professional units for comments and to CoS for a final validation. In parallel the group is working on a implementation program which will include a session during WLIC Lyon 2014, on Sunday August 17, IFLA Market session, 12:00 – 13:30. It is intended that one or two people with experience in implementing will talk to Section SC members about how to use the manual.

6. Impact studies of IFLA standards on the international library community – update
In the context of the proposed Satellite meeting in 2015, Patrice will contact professional units involved in standards (ten or more) to invite them to consider doing impact studies of their standards, especially newer standards. This is in line with the Key Initiative on the role of standards in IFLA. These studies should complement the global study that will be conducted by the LTR and STAT sections in collaboration with CoS. ISBD already has a study planned for 2014.

The Committee agreed that an initial proposal for a satellite meeting on the Impact of IFLA Standards should be submitted to the PC (deadline is March 2014) and that the details will be further discussed at the Committee meeting in August before it is finalized. Patrice will talk to LTR and STAT Officers before submitting the proposal and will ask if the LTR section would be the named organizer with STAT and CoS named as co-organizers when the proposal is finalized.

7. WLIC 2014 Lyon – Committee’s open programme
Twenty-five proposals were received and the selection committee (Anita, Abraham and Patrice) made a selection of four papers for the Committee’s open programme. Presenters are from Germany, Colombia, USA and UK. The good response to the call implies that there is great interest in IFLA standards. Some of the papers that were not accepted for the programme this year might be good contenders for the 2015 satellite meeting.

In the preliminary programme, the Committee’s session is scheduled for Sunday, August 17, 13:45 -15:45 which is early on in the programme and does not conflict with other sessions relating to standards.

8 Any other business

Committee meeting during WLIC 2014.

The first meeting of the Committee is proposed for 12:30 – 15:00 on Saturday 16th August. The only known clash with other SC meetings of Committee members is with the MLAS SC meeting but it was not possible to avoid all clashes. The Committee agreed with this time slot so Patrice will confirm it. The second Committee meeting will be later in the week, probably Wednesday or Thursday.

Report to GB from the Committee.

Patrice will write a single report for the GB which will combine the report of the Committee’s activities with an update of the specific actions related to the Key Initiative under a separate heading within the report. Unless there is anything specific for the GB to discuss or take note of, in which case Clara will present this to the GB, this will be the pattern for future reports.

The call ended at 15:05.