



Social Science Libraries Section Standing Committee Meeting Minutes from Cape Town, South Africa

*First meeting: Sat 14 August 2015. 9:45-12:15 (Roof of Terrace)
Second meeting: Tues 18 August 2015: 13:15-14:45 (Room 2.44.2.46)*

Members present:

Britta Biedermann (second meeting only), Debora Cheney, Kayo Denda, Odile Dupont, Araceli Garcia-Martin, Fred J. Hay, Gene Hayworth, Magali Hurtrel-Pizarro, Chiku Mnubi-Mchombu (chair), Segametsi Molawa (absent for first meeting – conference organizer), Maud Mundava (late for first meeting), Sylvia Piggott (secretary/treasurer), Pat Wand

Regrets:

María Elena Dorta-Duque, Liudmila Kildyushevskaya, Lynne M. Rudasill, Frederica Paradisi

Observers:

Bonga Makrwede, Ndileka Mtshinzana, Zukiswa Peter, Ellie Valentine, Elizabeth Sistehele

1. Convene Meeting:

Chiku welcomed all to the first meeting for 2015 and took the opportunity to thank everybody present and all SC members for their efforts in preparing for the World Cafe in Cape Town and the satellite meeting in Windhoek.

2. Introductions and departures

Chiku welcomed and introduced the following new members who begin their terms in August 2015: Magali Hurtrel Pizarro, Maud Mundava, Lynne M Rudasill, Segametsi Molawa, and Frederica Paradisi.

SC members whose term expired this year and were not renominated are: Britta Biedermann, Debora Cheney, Sebastian Nix, and Pat Wand. They will be missed.

3. Approval of agenda and the minutes from Lyon meetings (August 16 & 19, 2014) (Moved by Eugene Hayworth, seconded by Pat Wand)

Sylvia reported that the following items needed further discussion and resolution:

- Lyon Declaration – Brief/how we promote
- IDEO: Institut Dominicain d'Etudes Orientales/Dominican Institute for Oriental Studies, associated with Relindial, used IFLA standard FRBR RDA to work with religious texts/creating links

- Namibia Satellite Conference Report
- Annual Review Strategic Plan
- Possibility of Satellite Conference in 2016

4. Report from Division Leadership Meeting presided over by Clara Chu, Vice-Chair of Professional Committee and Chair of Division. Sylvia reported the following:

- IFLA Market – SSL needs to have someone attend
- Feedback to the strategic plan should be sent in to Headquarter before end of September.
- Officers training: an officer should attend. Meeting will cover items such as how to manage the section; Setting priorities for the Section, project proposal, etc.
- New Strategic plan 2016-2021 will be finalized. Officers are reminded to look into the officers corner for current information and to use it as guide
- The 4 Core Strategic Directions are: **1. Libraries and Society, 2. Information and Knowledge, 3. Cultural Heritage, 4. Capacity Building.** – Sections must align their Action Plan with one of the core strategic directions.
- Lyon Declaration Advocacy for libraries to take access to information to include into the sustainable development. Tip sheet available to help.
- Signing of Lyon Declaration by Spain; Namibia; France
- Lyon Declaration- must be discussed and promoted. Currently 8 Sections have indicated their support of Lyon Declaration by submitting documents of support.

IFLA HQ/PC report: Russell Lynch provided the PC update as follows:

- talked about transparency in IFLA
- Hold division meeting using Skype
- PC represents the SC concerns to the Governing Board

5. Visit from Helen Mandl: Helen is the new IFLA support staff at HQ for the SSL section. She spoke on the following:

- Publishing – Understand the two categories Red Documents; Green Documents (monograph series). Content for publication must be delivered by December
- *IFLA Journal* will be digitized in 2016
- Satellite Papers can be published on our website. Chiku will send Windhoek satellite conference papers to Helen
- Standard procedures /guidelines still in progress. Helen asks for feedback on how committee can come up with standards and guidelines
- Communication strategy is being developed
- Basecamp software (like google dot com) and Survey Gizmo will be offered by IFLA to help SC with their work
- Chair/Secretary to fill the form of the new officers and return them to HQ

6. Financial Report: Secretary/Treasurer, Sylvia Piggott reported that no request came for financial support but we can request funds to HQ. **Notes from Officers Corner concerning Funds:**

- All Sections will be allocated a minimum amount of Admin Funds as decided in the December PC meeting; this amount will be communicated separately to the Officers.
- Sections will be invited to request extra funds at the beginning of the year. A small amount of the PC funds will be held back for this purpose.
- At any time, Sections can put a request to the PC for additional funds. The PC will assess the status of the overall funds before making a decision. The PC will make a decision about any such requests as soon as possible, either in the following PC meeting, or by virtual means between meetings.
- Sections that do not require their allocated Admin Funds are requested to inform the PC as soon as this is known, and no later than 1 September, so that the funds may be reallocated. This does not rule out the Section requesting additional funds at a later time during the year.
- SIGs will not be allocated Admin Funds but should communicate their needs to the Section Officers, who may request the allocation of additional Admin Funds to cover these needs.

7. Preparation for the SSL-SC Conference Programme: (Thursday, Aug. 20, 2015)

This program is co-sponsored with the Parliamentary Libraries Section. Chiku asked for volunteers to:

- count the number of the world café attendees
- serve as chairs/rapporteurs of each discussion table

8. SIG Relindial report/update:

Odile reported that the search for her successor continues. Below are other items discussed:

- Relindial SIG proposes a name change: “Religions, Libraries and Dialogue” is more inclusive than “Religious Libraries in Dialogue.” The convener will propose a motion to the section chair to be submitted to the IFLA Professional Committee (See Odile’s report below)
- Communication Officer- Fabien (Facebook page)
- Odile visited academic and research libraries in Japan to disseminate Relindial IFLA SIG
- Jennifer Younger, Catholic Research Resources Alliance, will be invited to coordinate the satellite conference in Columbus, Ohio.
- Relindial is now connected with “l’association Coexister,” a youth organization that tours different interfaith initiatives around the world to promote mutual understanding.

9. Report on Satellite Conference in Namibia (August 11-12, 2015):

Dr. Chiku Mnubi-Mchombu (IFLA-Social Sciences Chairperson), along with Namibian colleagues, planned this 2-day conference. In addition to Namibian colleagues and institutions in Namibia that sponsored the conference: Ministry of Education, Namibia National Library and Archives Services; Human Rights and Documentation Centre, Faculty of Law, University of Namibia; and Namibia Information Workers Association; and IFLA Social Science Libraries Section Standing Committee, several SSL-SC members attended the

conference and supported as needed (Kayo, Sylvia, Pat, Debora, Fred). A letter of commendation should go from SSL-SC to each Namibian sponsor. (This action was moved by Pat and seconded by Kayo). Kayo will draft and forward the letter.

10. Planning for the Congress in Columbus, Ohio (USA) 2016:

- Several ideas were discussed. The program should map with one of IFLA's core strategic directions and express the section's action plan. No decision was reached regarding the program.
- Araceli volunteered to coordinate efforts to create a Section poster for the poster section.

Resumed meeting on Tuesday, August 18, 2015 at 11:30

11. Election of new SSL-SC Officers:

New elected officers are as follows:

- Chair: Kayo Denda
- Secretary: Sylvia Piggott
- Information Officer & Webmaster: this position was left open at the meeting.

12. SC Annual Review, Strategic and Action Plan:

It was decided that the incoming Chair and the officers must look into the section's new Action Plan. The Action Plan should align with one of IFLA's strategic directions. The group with Odile, Maud, Segameti, Sylvia and Kayo will create the Action Plan draft. The conference program for IFLA Columbus needs to be mapped into section's action plan.

Note: MUST BE TIED TO IFLA STRATEGIC INITIATIVES: can collaborate with other Sections (items taken from the TREND REPORT, 2015)

- Standards for various SSL topics
- Best practices for digital literacy perhaps with KM
- Training tool kit for various SSL topics, with perhaps CPDWL, BSLA
- Guidelines for various SSL topics
- Webinars, perhaps with Young Professionals SIG

Do we need an official "mission" statement for our action plans? – yes, we agreed in our previous meeting to have our mission and we had one in our strategic plan for last year

It was decided that the section will request funds for the poster to be presented at the poster section in Columbus in 2016

13. Other Business:

- The group with Pat, Debora, Chiku, Sylvia, Fred and Kayo worked on the SSL Section response to the Lyon Declaration. It was approved by the SSL-SC. The document will be refined and submitted to IFLA.
- World Café conference program logistics were discussed and assigned.
- Odile accepted the reappointment of Relindial convenor for another 2-year term.
- Relindial will submit a pre-conference proposal for IFLA Columbus in USA

Chiku thanked all for support over her two years as Chair and encouraged all to Support the new Chair and the Section in general working together, she says, as one soul.

Respectfully submitted
by Sylvia E. A. Piggott
Section Secretary/treasurer