Academic & Research Libraries
ANNUAL REPORT
Sept 2016- Aug 2017

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 2016 – August 2017 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 2017.

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 ***Identified in the Unit's Action Plan***	**Project or activity** ***Identified in the Unit's Action Plan***	**Progress** *Please give brief details, including status (not started, in progress, near completion, completed)*	**Risks** *Please identify any problems or concerns (e.g. missed deadlines, lack of resource) and how you would propose to address them*
1. Monitor current and emerging issues relevant to academic and research libraries, and disseminate information about those issues, including both results of relevant research and experiences of practitioners. (Key Initiatives 1.5, and 4.5.)	1.1.1 Develop a program for a joint session with FAFE and CLM. 1.1.2 Develop a Hot Topics program. 1.1.3 Prepare a satellite program to be held in Germany prior to the conference. 1.2.1. Each committee member will develop a short blog post on a topic of interest. Other committee members will facilitate discussion	1.1.1. Session was completed successfully. 1.1.2. Session was completed successfully. 1.1.3. Session was completed successfully. 1.2. Most committee members have completed blog posts, and others have commented on discussion. There is regular discussion and reposting of blog postings on Facebook and Twitter.	1.1.1. Coordination with other committees is always challenging. The committee will change partners for the coming year 1.1.2. The shortened version of the session was initially a concern, but the program was successfully reformatted for the new time slot 1.1.3. The committee always requires prodding to extract appropriate blog posts, but Leo Ma, who has been managing the process is an expert!
2. Facilitate the involvement of library professionals from developing countries in committee activities and programs (Key Initiatives 2.1 and 4.3.)	2.1.1. Refine the rubric for selecting award winners. 2.1.2. Announce award availability 2.1.3. Review submissions 2.1.4. Coordinate with winners to ensure their attendance at WLIC 2017.	2.1.1. New changes this year seem to have improved the process. 2.1.2. Award announced successfully, following a delay while trying to confirm sponsorship. 2.1.3. Submissions successfully reviewed, and winners selected.	2.1.1. Further refinement may be necessary in future years. 2.1.2. Sponsorship will be confirmed earlier in the coming year. 2.1.3. This portion has been effective. We have good

	2.1.4. Coordination was undertaken.	committees established for the coming year. 2.1.4. For the most part, coordination was successful, though we still had a winner who was unable to attend the WLIC because of difficulties obtaining a visa. We will continue the process next year.

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 *Please list those projects/activities identified as completed in the table above*	**Output** *Please state what the output of the project/activity was (e.g. Report, Standard, Workshop etc) and provide a URL to it*	**Communications** *Please state how the output and outcomes of the project/activity have been communicated to the Unit, IFLA members and the wider profession*	**Impact of the completed project or activity** *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*
1.1.1 Develop a program for a joint session with FAFE and CLM.	Conference Session	In addition to the session itself, presentations are posted in the IFLA library.	The event was very well attended, and positive feedback was received from attendees
1.1.2 Develop a Hot Topics program.	Conference Session Satellite Program	In addition to the session itself, a blog post summarizing session comments has been written and will be posted soon	The event was very well attended, and positive feedback was received from attendees

1.1.3 Prepare a satellite program to be held in Germany prior to the conference. 1.2.1. Each committee member will develop a short blog post on a topic of interest. Other committee members will facilitate discussion	Multiple Blog Posts	In addition to the session itself, presentations are posted in the IFLA library and on the committee website. The blog posts are also posted in Facebook and tagged in Twitter.	The event was very well attended, and positive feedback was received from attendees The committee's Facebook followers continue to grow, and the blog posts seem to be a driver of interest in the program.
2.1.1. Refine the rubric for selecting award winners. 2.1.2. Announce award availability 2.1.3. Review submissions 2.1.4. Coordinate with winners to ensure their attendance at WLIC 2017.	Revised Rubric Award Announcement Award Winners Award Winner Attendance	Winners are asked to produce short statements about their experience, which will be posted to the committee's blog and to social media.	The award winners share positive feedback, and have generally had success in their careers following involvement with the program. One winner is now working with IFLA. The committee intends to continue the program, assuming sponsorship can be maintained, and refine it for ease of operation.

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 *For example, Chair, Information Coordinator, Project Leader*	Comments on position ***For example, resigned, co-opted to fill a casual vacancy, etc.***
1. Mimi Calter	Incoming Chair / Outgoing Secretary	
2. Vicki McDonald	Outgoing Chair	

3. Marga Koelen	Incoming Secretary	
4. Janet Fletcher	Outgoing Information Coordinator	
5. Jayshree Mamtora	Incoming Information Coordinator	
6. Andreas Degkwitz	Joint Meeting Chair	
7. Eliz State	Attendance Grant Coordinator	
8. Adelaida Ferrer Torrens	Attendance Grant Reviewer	
9. Leo F.H. Ma	Blog Post Coordinator	
10. Oarabile Rakgamanyane	Attendance Grant Coordinator	
11. Gerald Beasley		
12. Adetourn Oyelude		
13. Jan Simane	Hot Topics Coordinator	
14. Jonas Fursy Ake		
15. Melita Ambrozic	Joint Meeting Coordinator	
16. Ursula Arning		
17. Ramesh Gaur		
18. Lorraine Haricombe	Hot Topics Coordinator; Attendance Grant Reviewer	
19. Damiana Kiilu		
20. Xin Li	Joint Meeting Coordinator	
21. Silvia Stasselova	Joint Meeting Coordinator	
22. Tiiu Tarkpea		
23. Judy Henning	n/a	Removed for non-attendance.

Names of any other reporting persons	**Role** *For example, Corresponding Members*	**Comments on position** ***For example, resigned, co-opted to fill a casual vacancy, etc.***
1. James Neal	Corresponding Member	
2. Janet Fletcher	Corresponding Member	
3. Gulcin Cribb	Corresponding Member; Attendance Grant Reviewer	

4. Reggie Raju	Corresponding Member; Hot Topics Coordinator

Professional Unit meetings or conference calls

Please show how the Standing Committee has conducted its business over the year.

Date *When the meeting was held*	**Location or type of meeting** *Physical or virtual meeting (telephone, skype etc)*	**Main outcomes** *Briefly summarise the main outcomes of the meeting and how these were communicated to the membership of the Professional Unit*
1. Committee Meetings at Conference	The committee does a lot of planning at its two business meetings during the annual conference. Prior to the Annual Congress the Office Bearers have Skype or conference calls to discuss the business meetings.	Identification of primary themes for presentations; identification of partner units.
2. E-Mail	The executive board communicates at least weekly via e-mail, and communicates regularly with the organizing sub-committees for specific committee projects. The executive committee has been pleased to find that most groups are very responsive to e-mail.	Planning for the 2018 conference is proceeding. The committee is partnering with Knowledge Management and the Rare Books & Manuscripts SIG on a joint session, in addition to Hot Topics. The Standing Committee has unfortunately had to cancel its plans for an offsite for 2017 due to timing issues with a national holiday in Singapore.

Please retun 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 templete has been shared with Information Coordinators which you might use for this purpose: https://codex.ifla.org/node/12489 [access with Codex log-in].