



Minutes of the IFLA- Regional Standing Committee for Asia and Oceania (RSCAO)  
**Mid-Term Meeting, Manila, Philippines, 6-7 March, 2019**

Item	Agenda	Remarks
1	<p><b>Welcome, Introduction, and Apologies</b></p> <p>Chair Sanjay K Bihani opened the meeting and welcomed all members to the meeting.</p> <p><b>Present</b></p> <p><u>Members:</u> Sanjay K Bihani (Chair), Tao Yang (Secretary), Takashi Nagatsuka (Information Coordinator), Dolores Carungui, Nor Edzan Che Nasir, Premila Gamage, Cendrella Habre,</p> <p><u>Regional Office:</u> Janice Ow, Ai Cheng Tay</p> <p><b>Apologies</b></p> <p><u>Members:</u> Paul Nielsen, Ramesh Gaur, Madhu Bhargava, Margaret A. Terry, Heather Todd, Mya Oo, Hiroshi Kawamura, Wathmanel Seneviratne, Vicki McDonald, Irina Shubina</p> <p><u>Corresponding Members:</u> Arshad Mahmood, Dil Ruksana Basunia, Rindra Mohktar Ramli, Winston Roberts,</p> <p><u>Regional Office:</u> Lin Li Soh</p> <p><u>Advisors:</u> Rashidah Begum Fazal Mohamed, Jayshree Mantora, Shawky Salem</p> <p><b>Absent with no apologies</b></p> <p><u>Members:</u> Susmita Chakraborty, Eulsoon Ma, Jihye Song</p> <p><u>Corresponding Members:</u> Chihfeng P. Lin, Rindra Mohktar B. Ramli</p>	Chair
2	<p><b>Adoption of agenda</b></p> <p>The Chair asked members to adopt the agenda, and this was done.</p>	Chair
3	<p><b>Confirmation of the <a href="#">Minutes</a> of the meetings held during WLIC/IFLA 2018, Kuala Lumpur</b></p> <p>The Minutes, which had previously been circulated, were confirmed.</p>	Chair
4	<p><b><a href="#">Matters arising</a> from the above Minutes, if any...</b></p> <p>Members discussed item 9.3, 12 and 17 and were concerned:</p> <p>4.1 Some library associations were not active in promoting their library stories.</p> <p><b>Action:</b> RO will liaise with the library associations and present them sample library stories for reference.</p> <p>4.2 How to gauge the feedback on the Section’s Open Session from participants.</p>	Chair          RO

	<p><b>Action:</b> The 2019 Programme Committee will work out a strategy.</p> <p>4.3 There are difficulties maintaining the FOIR list. The <a href="#">current FOIR list</a> is incomplete as IFLA was not able to provide a full list of the past RSCAO members, inaccurate due to the change of past members' contact information and dysfunctional as for its intended purpose. There are no criteria for the coverage of the list, e.g. cut-off date for the past members (dating back to 2 years, 4 or 8 or even earlier?), all members or only active members, etc. Agreed that FOIR is a low priority task and the Committee should focus on its serving members.</p> <p><b>Action:</b> Information Coordinator is responsible to maintain the FOIR list. The current list should be kept as it is. No effort is needed to verify past members' email addresses. Outgoing members are automatically added to the list unless they explicitly reject.</p>	<p>2019 Programme Committee</p> <p>Information Coordinator</p>
<p>5</p>	<p><b><a href="#">Report</a> from the Chair, IFLA- RSCAO</b></p> <p>Sanjay highlighted the RSCAO work progress since the SC meetings in August 2018. Most of the work was covered by the new agenda and was further discussed later at the meeting. Also noted that a series of professional events had been associated with RSCAO to populate IFLA in the region.</p>	<p>Chair</p>
<p>6</p>	<p><b><a href="#">Report</a> from the Information Coordinator, IFLA-RSCAO</b></p> <p>Noted from Takashi:</p> <p>6.1 Fifteen people joined the RSCAO listserv during 20 August 2018 to 25 March 2019. Only two were unsubscribed. There are 380 current subscribers.</p> <p>6.2 Call for Papers, information about our meetings and open sessions, and "IFLA Asia and Oceania Newsletters"- August 2018 issue and November 2018 issue were uploaded to the Section's website.</p>	<p>Information Coordinator</p>
<p>7</p>	<p><b>Reports from Sub-Regional Conveners</b></p> <p>Noted:</p> <p>7.1 The reports from six sub-regional conveners had been received:</p> <p><a href="#">Central Asia</a> : Irina Shubina</p> <p><a href="#">North East Asia</a> : Takashi Nagatsuka</p> <p><a href="#">Oceania</a> : Heather Todd</p> <p><a href="#">South Asia</a> :Wathmanel Seneviratne</p> <p><a href="#">South East Asia</a> : Dolores Carungui</p> <p><a href="#">West Asia / Arab Countries</a> : Cendrella Habre</p> <p>7.2 Some reports included countries in other sub-regions.</p> <p><b>Action:</b> The report template will be revised to include a list of countries in each sub-region.</p> <p>7.3 Some reports covered too many events for each country and too much information on conferences.</p>	<p>Sub-Regional Conveners</p> <p>Secretary</p>

	<p><b>Action:</b> Report should focus on important events/activities/projects rather than conferences alone, and include no more than TWO, most impactful events for each country. Priority will be given to events that can demonstrate IFLA or RSCAO's impact. This will help justify the Committee's application for the <a href="#">IFLA Dynamic Unit and Impact Award</a> launched in 2018.</p> <p>7.4 Some events can be further publicized in the Section's newsletter.</p> <p><b>Action:</b> RO will publish the selected events and ask Sub-regional conveners for details, if needed.</p>	<p>Sub-regional conveners</p> <p>RO</p>
<p><b>8</b></p>	<p><b>Reports from the Regional Office</b></p> <p>Noted from Janice:</p> <p><a href="#">RO workplan:</a></p> <p>8.1 RO's three new roles: Library Connector for the Region, Advocacy for the Region and Secretariat &amp; Administrative Support.</p> <p><a href="#">RO progress report:</a></p> <p>8.2 An increase of 36 members (13%) and an increase of 8 member countries (21%) during 31 July 2018-28 February 2019 for IFLA A&amp;O membership.</p> <p>8.3 RO had collaborated with the National Library Board Singapore for 16 book donation projects including 10,722 books.</p>	<p>RO Manager/ RO representative</p>
<p><b>9</b></p>	<p><b>Other Reports</b></p> <p>Noted from Sanjay and Tina:</p> <p>9.1 IFLA Strategic Framework (<a href="#">Feedback Survey</a>)</p> <p>An invitation was sent to the Committee members to gather their input on the feedback survey. Seven members responded. The responses were consolidated and submitted by Tina to IFLA. Sanjay and Takashi also submitted their responses to IFLA individually.</p>	<p>Chair/ Secretary</p>
<p><b>10</b></p>	<p><b>A&amp;O Open Session at WLIC/IFLA 2019 at Athens, Greece</b></p> <p>10.1 Noted from Premila's <a href="#">report</a>: For the first time both abstract submission and review process were handled using the online tool Easychair; received 31 valid abstract submission including two submissions for lightning talks; deadline for lightning talk was extended to 15 March; evaluation score was given to each submission; keynote speaker was invited.</p> <p>10.2 It was suggested to have five papers and 1 keynote = (15/20 KN + 10 x 5 papers = 70 + 15 for intros and Q&amp;As = 85) and 5/6 lightning talks (5 minutes each = 30).</p> <p><b>Action:</b> Premila will contact the candidates. Once confirmed, the finalists will be announced on the Section website. The Programme Committee will carry out the follow-up work until the Open Session in August 2019.</p>	<p>Programme Convener (Premila Gamage)</p> <p>Programme Convener (Premila Gamage)</p>



	<p>with RSCAO and finance arrangements. (As for the IFLA HQ policy, IFLA did not send one to RO but mentioned it in an email and their meeting with the RO according to Lin Li's email to Takashi dated 5 March 2019)</p> <p>14.2 Sanjay approved the update on 7 March 2019 during the mid-term meeting in Manila.</p> <p><b>Action:</b> RO will send the revised version for Takashi to upload to the Section website.</p>	<p>Information Coordinator and RO</p>
<p>15</p>	<p><b>Nominations and Elections for various positions in IFLA</b></p> <p>15.1 RSCAO nomination and elections for 2019-2023. Noted</p> <p>a) Janice tabled the document <a href="#">AO Section SC Candidates</a>. There are 12 vacancies out of 17 nominations. Nominees are from various countries or regions. Several nominees were past RSCAO members or are electing for the 2nd term. <a href="#">Candidates' profiles</a> are available for public viewing. The deadline for voting is 29 March 2019.</p> <p><b>Action 1:</b> Members are encouraged to work with their respective library associations to coordinate the voting, take into consideration the nominees from the underrepresented countries or regions in our current Committee, and nominees' past performance and engagement in the Committee if they were our former SC members.</p> <p>b) Some IFLA A&amp;O Section members have not received the postal ballot</p> <p><b>Action 2:</b> RO will ask IFLA to email the ballot to each A&amp;O Section member.</p> <p>c) The continuing member Jihye Song and Margaret A. Terry have not been responsive to the Committee work and activities for unknown reasons from 2017 till now.</p> <p><b>Action 3:</b> RSCAO Chair will write to Jihye Song and Margaret A. Terry as well as IFLA regarding discontinuing their RSCAO membership.</p> <p>15.2 Elections for RSCAO Chair and Secretary for 2019-2021</p> <p>As Sanjay has accepted the invitation to be the Chair of Division V for 2019-2021, he will step down form RSCAO Chair. The election for new Chair and Secretary will start in April and election results will be declared at the 1<sup>st</sup> SC meeting in Athens.</p> <p><b>Action:</b> RO will coordinate the elections; Member are encouraged to familiarize themselves with IFLA <a href="#">Procedure for election of new Officers and Information Coordinator</a> and participate.</p> <p>15.3 Election of Division V Chair for 2019-2021</p> <p>IFLA invited Sanjay Bihani to be the Chair of IFLA Division V for 2019-2021 as per prevailing practice and Sanjay has accepted the position.</p> <p>15.4 Election for IFLA Governing Board for 2019-2021</p> <p>IFLA Headquarters dispatched ballot papers and supporting documents for its Governing Board Elections 2019-2021 to all Voting Members on 22</p>	<p>Chair/ RO</p> <p>All members</p> <p>RO</p> <p>Chair, Sanjay</p> <p>RO and All members</p> <p>RO</p>



	<p>preparation of the Section’s new Action Plan which is expected to be finalized in Athens in August 2019.</p> <p><b>Action:</b> Sanjay will reply to IFLA about recommending Cendrella to join the Hague meeting by 12 March.</p> <p><u>17.2 RSCAO members’ participation in the committee work</u></p> <p>Tina showed the above table documenting each SC members’ involvement in the committee work during August 2017 and March 2019.</p> <p><b>Action:</b> SC members are urged to comply with IFLA’s rules and policies and fulfill the <u>Responsibilities of all SC members</u> accordingly.</p> <p>17.3 How to improve the processes for organization of the Section’s affairs, and for communication.</p> <ol style="list-style-type: none"> <li>a) Members were reminded that <a href="mailto:rscaoifla@gmail.com">rscaoifla@gmail.com</a> is NOT a mailing list but the Section’s email account for curating the correspondences and documents within the Section and between the Section and IFLA.</li> <li>b) The <u>A&amp;O Section’s mailing list</u> is updated and may change after August 2019.</li> <li>c) In <u>Basecamp</u>, we have created a project for 26 A&amp;O Section. All members have been added in and are encouraged to sign in.</li> <li>d) We also have a <u>Zoom</u> account for virtual meeting, if needed.</li> <li>e) Members are welcome to suggest any possible ways to facilitate our communication.</li> </ol>	Sanjay
<b>18</b>	<p><b>Close of the Meeting</b></p> <p>There being no other business, Sanjay thanked all the members present in the meeting and members (Winston, Jayshree, Ramesh and Madhu) who tried to participate via Webex. Special thanks were given to Dolly on behalf of the local organizer for their efforts to make this meeting a success, and closed the meeting.</p>	Chair