**Health and Biosciences Libraries SC - IFLA , Wroclaw, Poland**

**Minutes of 2nd Business meeting, Wednesday 23rd August, 10.45 – 13.15**

**PRESENT:** Maria G.N Musoke (Chair), Anne Seymour (Secretary), Judy Consales (Information
 Coordinator), Emma Farrow, (Incoming secretary). Committee members: Michael
 B.Huang, Martin Morris, Ileana Alfonso Sánchez, Heather Todd.
 Corresponding members: Amani Saleh Alyafei, Prudence Dalrymple (for part of
 meeting), Shane Godbolt, Bethany McGowan.

**1. Welcome**

TheChair opened the meeting and welcomed as observers: Patrick Danowski (incoming Chair, Science and Technology), Malin Nilsson, Naana Otaa-Gyamfi; Catriona Robertson (funded by UK CILIP Health Libraries Group), Jean Shipman, M.J Tooey

**2. Apologies for absence** were received fromChun-pong Yu

**3. 2018 theme and sub-themes for the HBS Open Session***Theme: Health Information Transforms Societies (or lives)***Action: Martin** will revise the overall theme.

*Sub-theme 1: Innovative ways health information professionals have reached out to the hard to reach areas in society*

**Action: Judy** to expand description; add examples of groups e.g. homeless.

*Sub-theme 2: Alternative measurement of impact beyond traditional scholarly output*

**Action: Anne** to broaden scope, review email from IT section re: satellite section

for any overlap, impact of information on specific diseases.

*Sub-theme 3: Information models or theories that highlight the role of health information in transforming societies*

**Action: Amani** will write up descriptive paragraph.

To be circulated to the section prior to submission to IFLA by 31st October 2017.

**4. Brief from IFLA journal editor**
The new IFLA Journal editor, Steve Witt, explained that special issues are one way for IFLA to engage with the sections, with plans to move from 1 per year to 2 or more.
- the IFLA journal is double blind peer reviewed; published articles are only in English.
- there are normally 7 - 10 articles per issue, between 3k - 10k words but typically 5 - 6,000.
- Sage provide support with editing / IFLA manage the logistics so we can focus on content.
- for localised case studies, IFLA can help contextualise and provide a wider regional context.
- for analytics, Sage provide an annual report; there is broad usage from around the world.

In terms of next steps, we need to:
a. provide a theme, in a short description (1 - 2 paragraphs).
b. appoint a guest editor to work alongside Steve.
c. provide some information about lead authors or the type of people who will be
 submitting.

The Chair thanked Steve for discussing this opportunity with the committee.
**Action:** topic to be considered further.

**Brief from IFLA book editor**Janine Schmidt is new editor for the IFLA publications series with De Gruyter - the “green book series”. Janine advised that our section book was already approved, but the focus could be changed.
- a clarified focus and tighter timeline was proposed. Health Literacy was a potential topic.
- a change of title would help with marketing.
- papers do not need to only come from librarians.
- the structure could be four sections, with overviews by co-editors and then individual
 chapters which include case studies plus examples of best / good practice.

 -Janine recommended looking at other recent IFLA books including Education Section titles.

Conference presentations could be written up as book chapters, with guidance if needed.

It was noted that some authors/researchers will prefer a faster publication route via the IFLA special issue journal.
**Action: Emma** to clarify IFLA policy on presented papers subsequently being written up for publication.

Agreed that both publishing projects will proceed:
**Action:** Pru to spearhead moving forward with book. Working group members: Lead
 **Prudence** with **Michael, Brian, Anne**

**Action:** Martin to take forward special issue of IFLA journal. Working group members:
 **Martin** leadwith **Maria, Emma, Shane** (plus **Octavia** after the meeting).

**5. Joint session 2018 with IT Section: Update from May Chang, Chair, IT Section**  This item was postponed because May was unable to attend the meeting. **All** invited to review the paper previously circulated by Maria with the collaboration proposal.
[The future of medicine: Personal, ubiquitous, and mobile](https://goo.gl/iWd3ij)

**6. Action Plan for 2017/18**Discussions about the draft action plan for 2017/18 included:
a. a proposal from Martin to clearly differentiate the role of our section as IFLA’s global voice on health information, and our support for SDG 3 [Ensure healthy lives and promote wellbeing for all at all ages]. **Action: Martin** to draft

b. the addition of outreach to Malaysian colleagues in preparation for next IFLA congress.
c. the addition of online meetings via Skype/Zoom once or twice a year.

d. implementation of the SC + friends whats app forum as agreed in the 1st Business meeting.

**Action: Emma** will share the action plan as a google document for **all** **members** to review and comment upon prior to submission to IFLA by 31st October 2017.

**7. Communication plan 2017/18 – including section logo**The proposed section logo was shared; it was agreed that the caduceus snake with stick symbol is more representative of health.
IFLA have also requested a one page outline of the section to be sent to new members.

**Action: Judy** and **Emma** will draft the one-page flyer and source a logo, to be shared with members before submission to IFLA by 30th September 2017.

Maria recommended the Public Libraries section [communication plan](https://www.ifla.org/files/assets/public-libraries/publications/marketing_communication_plan_2015-2017.pdf) as a good example for Judy’s work on our communication plan with support of volunteers.

**8. Feedback from** **meetings**
a. **SIG session:** Shane updated the group on the exploratory meeting for an HBS sponsored Special Interest Group (SIG) on Knowledge Management in Global and Disaster Health. This was well-attended and builds on the UN Sendai Framework for Disaster Risk Reduction plus the work of Evidence Aid. The SIG convener Anne Brice will prepare a submission for a one day satellite meeting and open session arranged by the SIG under the auspices of HBS. This will be shared with the standing committee for comments.
**Action: Anne Brice** lead plus **Shane** and **Emma**

b. **HBS Open Session**: agreed to be a very successful session, from verbal feedback to members of the committee plus completed evaluation forms. Maria gave an overview of written feedback, this will be collated and shared. **Action:** volunteer to write up.
c. **Officers’ meetings:** Emma gave some highlights from the officers meetings, including IFLA’s commitment to a more participatory model, tools for engagement within sections, plus the Global Vision and Library Map of the World initiatives.
**Action: Emma** to circulate more details post-meeting.

**9. Any Other Business**a. Patrick Danowski, incoming Chair of the Science and Technology, invited us to consider a future joint session in relation to Open Access, for example on open science.

b.Unanimously agreed to move a vote of thanks to Maria, Anne and Judy for their work as officers in 2015-2017.

**10. Close of meeting with coffee and cake together in the Terrace Café.**During coffee Maria proposed an award for young and middle level healthinformation professionals from developing countries. We were asked to explore possibilities of on attachment to our libraries / services, together with potential funding opportunities to attend IFLA.
**Action: Martin** offered to contact Sage to find out whether they can fund an award.