



UNESCO Publications Board

Meeting Minutes

Meeting date: 15 February 2012

Meeting time: 10.00 AM

Location: Room 5.021, UNESCO Headquarters, Paris

I. Call to order

The Chair, ADG/ERI called the meeting to order at 10.06 AM and welcomed those members and observers present.

II. Attendees

An attendance sheet was circulated for signatures. The following people were present:

Chair

Mr Eric Falt, Assistant Director-General, ERI

Members

Mr David Atchoarena, Director, ED/PDE

Mr Alain Godonou, Director CLT/DDD

Mr Janis Karklinš, Assistant Director-General, CI [*rep. Mr I. Banerjee, Dir. CI/KSD*]

Ms Angela Melo, Director, SHS/HPD

Ms Jennifer Pearson, Director, MSS/CLD

Mr Axel Plathe, Head of Kathmandu Office and UNESCO Rep. to Nepal, Member for Field Offices, [attending via audio-visual conference]

Ex officio Members

Ms Vida Habash, AFR/EO

Ms Ranwa Safadi, BSP/PB

Mr Cvetan Cvetkovski, ODG/GE [*rep. Ms S. G. Corat, Dir, ODG/GE*]

Secretary

Mr Ian Denison, Chief, Publications Unit, ERI/DPI

Observers

Ms Patricia Toïgo, Publications Officer, ED

Ms Natalia Tolochko, Assistant Publications Officer, SC

Ms Mimouna Abderrahmane, Publications Officer, SHS

Mr Rudi Swinnen, Chief, MSS/CLD/D

Ms Lydia Ruprecht, Chief a.i., ED/ERF/KMS

Ms Estelle Zadra, Chief, Communications and Publications Unit, IIEP

Ms Barbara Blanchard, CLT/WHC

Mr Patrick Bradley, SC/EO

Ms Catherine Wintrich, ERI/DPI

III. Item 1. Approval of the minutes of the previous meeting and opening comments

1. The Chair moved to approve the minutes of the previous Publications Board meeting, 11 January 2012.
 - The Member from BSP asked if the impact of publications had been discussed.
 - The Chair said that it had not, but mentioned that impact was monitored via PDF downloads and sales, both of which were given in the *ERI Monthly Report on the Use of UNESCO Public Information Products*, available on the Member States' website.
 - The Board approved the minutes of the previous meeting.

IV. Item 2. Discussion of the Publications Plan 2012-2013

1. It was noted that ED and SHS had yet to submit their contributions. In broad terms, the reductions in the number of planned publications from SC, CLT and CI are on target. The Chair pointed out that sectors planned more than they actually produced.
2. The Member for ED said that the ED contribution to the Publications Plan had been sent to DPI that morning; it listed 248 titles, of which 27% are postponements from the previous biennium. There were 71 titles from HQ, 90 from Field Offices and 87 from Institutes and Centres. The overall budget earmarked for publications was reduced by 30%. A 12% reduction in printed publications was foreseen.
3. The Chair thanked the Member for ED for the breakdown of figures and encouraged the other Sectors to do likewise. He reiterated that the DG had been very clear: budgets needed to be reduced by 50%, whatever the source of funding. He stated that 248 publications is far too many.
4. The Member for CLD questioned the relationship between the Board and broad sector publication plans, suggesting that the Board's mandate concerned individual projects actually to be produced.
5. The Chair agreed in principle, but insisted that the planning phase also had costs.
6. The Member for CI said that the reduction of printing should be a priority and that online publishing should be the 'default position'.
7. The Chair said that actual publication costs (online and offline) would need to be included in the Publications Plan.
8. The Member for SHS stated that her sector could not yet be sure of how much could be allotted to publications.

V. Item 3. Discussion of list of translations into Arabic to be financed by Saudi Arabia

1. Under this (second) phase of the Saudi initiative US\$500,000 would be available for the translation of publications into Arabic. The Secretary of the Board said that the list of titles proposed for translation had been shared with relevant colleagues and, after a detailed appraisal of the costs, it would be reviewed by the Saudi Delegation.
2. Partners would also be sought in the Arab world to contribute to both publication and distribution; if sufficient savings are made in this way, further publications may be translated.
3. The Chair invited each programme sector to choose their top two publications, with SC contributing one proposal from IOC and one from the sector; he suggested that the 2004 IOC publication on climate change was likely out of date.

VI. Item 4. Review of publication proposals

Seventeen publication proposals were reviewed (see Annex 2). Of these, 10 were approved for print publication and 6 for online publication only. One proposal needed to be further developed and clarified.

The following general points were made during the discussions:

1. The Member for BSP recommended the systematic enclosure of a publication impact form with every publication distributed (as done by UNESCO-Bangkok Office); the Secretary added that a lot of feedback was also gleaned electronically, for example through social media.
2. The Member for Field Offices proposed that the submission form include a question on whether the DG would be asked to write a foreword.
2. It was agreed that the content of publications was a matter for the programme sectors rather than the Publications Board.
3. It was further agreed that the Publications Board should not consider works that had already been published, even if online only.
 - The Member for Field Offices felt that the Board should work more closely with colleagues in charge of UNESDOC so that material already published would not come before the Board.
 - The Secretary pointed out that UNESCO's Category 1 Centres and Institutes were autonomous in the area of publications.
3. The Chair urged restraint as regards presenting paper copies of publications to the Executive Board – this would be perceived as wasteful and not ecological. He added that CD-ROM and, increasingly, memory stick formats were considered to be expensive and technically obsolete; business cards with 'Quick Response' (QR) codes linking to stored files were now seen as the most cost-effective way to distribute documents – UNESCO would be using only this method at Rio+20 for all but two publications.
4. The Chair suggested that BSP and ODG be more aware of obligations on UNESCO to publish documents emanating from agreements with partners; he added that a publication should not be an automatic product of every partnership. The Secretary added that partners, especially donors, often needed a report, which did not necessarily need to be a publication.
5. The Chair said that the differentiation between regular programme and extrabudgetary funds was no longer relevant; money is money.
6. The Chair reiterated that ED was proposing far too many publications.
7. The Chair called for 'more quality, less quantity' for future publications.

VII. Item 5. Any other business and adjournment

1. The Member for ED suggested that the Board discuss the possibilities of 'production on demand'.
 - The Member for CLD agreed that 'production on demand' was possible.
 - The Chair agreed to air the matter at a future meeting of the Board.
2. The Chair noted that the DG would likely be disappointed with the high number of publications planned for the biennium. It is expected that the DG will seek to finalise the list before the 189th session of the Executive Board.
3. The meeting was adjourned at 12:50 PM. The next meeting was scheduled for Tuesday, 13 March 2012.

Annex 1 – Agenda

1. Approval of the minutes of previous meeting
2. Discussion of the Publications Plan 2012-2013
3. Discussion of list of translations into Arabic to be financed by Saudi Arabia
4. Review of publication proposals
5. A.O.B.; dates for the next meeting

Annex 2 – Review of publication proposals

| | | | |
|-------|------------|---|--|
| 1 | 0212_ED01 | <i>(resubmission)</i> Why Language Matters for the Millennium Development Goals: Policies and experiences in Asia and the Pacific (Bangkok office) | approved |
| 2 | 0212_ED02 | <i>(resubmission)</i> School-to-Work Transition Information Bases in Selected Asia-Pacific Countries: Exploring Common Policy Recommendation (Bangkok office) | approved for online publication only |
| 3 | 0212_ED03 | <i>(resubmission)</i> Changing Visions, Changing Lives: Lessons Learnt from Personal Testimonies | approved |
| 4 | 0212_UIS01 | UIS Technical Paper No. 8: A Place to Learn: Theoretical Roots and Lessons from the Field of Learning Environments Research | approved for online publication only |
| 5 | 0212_CI01 | Memory of the World | approved |
| 6 | 0212_CLT01 | Mobilizing Community Entrepreneurial Spirit – Implementing Cultural Tourism in Your Community: A Step by Step Guide Book | approved |
| 7 | 0212_ED04 | Global Mid-term Evaluation Report 2006-2011 – Looking Forward with LIFE (UIL) | approved |
| 8 | 0212_UIS02 | UIS Technical Paper No. 9: Cross-National Commonalities and Differences in the Intended Curriculum in Primary School Reading and Mathematics | approved for online publication only |
| 9 | 0212_CLT02 | Heritage and Community in a Sea of Islands: the Pacific World Heritage program | approved |
| 10 | 0212_ED05 | EDUCAIDS Training Kit | approved for online publication only |
| 11 | 0212_CLT03 | Assessment of potential Outstanding Universal Value in the Indian Ocean | approved |
| 12 | 0212_ED06 | Learning for a Sustainable World: Review of processes and learning for Education for Sustainable Development 2011 | approved for online publication only (with a very small print run for governments) |
| 13 | 0212_ED07 | Construyendo una cultura de paz y de prevencion (Quito office) | approved |
| 14 | 0212_ED08 | Annotated Bibliographies of Research and Related Literature: 5 titles to be re-issued: (UNEVOC) | approved for online publication only |
| 15-16 | 0212_ED09 | Educación Superior y Sociedad ESS Vol. 16:1 (IESALC) | approved |
| | 0212_ED10 | Educación Superior y Sociedad ESS Vol. 16:2 (IESALC) | approved |
| 17 | 0212_ED11 | Educación Superior y Pueblos Indígenas y Afrodescendientes en América Latina. Normas, Políticas y Práctica (IESALC) | to be resubmitted |