

# CIDOC Strategy 2023-2025

5 April 2023

## CIDOC Vision

CIDOC is the recognised expert and core resource on documentation of museums with an active membership base and wide network at global level, a community of international professionals working to advocate and advance documentation best practice.

## CIDOC Mission

CIDOC will advance the use of best practice in museum documentation through **advocating** for the adoption of documentation standards, **developing** tools to support documentation (including standards), **facilitating** knowledge exchange of a professional network, and **engaging** in communication and **training** activities with the global museum community.

By 2025, CIDOC will position documentation in the central agenda of ICOM, to increase adoption of CIDOC tools and use of CIDOC resources across the global museum community. Through a series of communication and networking activities, we will expand our membership base (including the greater museum community beyond CIDOC and ICOM), stimulating knowledge transfer to new generations and locations.

## CIDOC Work Plan

During our Winter board meeting in Rotterdam (10-12 February 2023) we identified 4 main areas where we would like to focus our work in the coming three-year period. CIDOC will engage in activities that advance our vision and mission, along the following 4 main areas:

**Communication:** As we want to reach a greater user base of our tools and materials, CIDOC will need more than 1 editor in the board to ensure viability of all the plans. For this, we envision the following activities:

- Development of a Communications Team.
- Revision and update of the Communications Strategy.
- Revised Communication Strategy.
- Generation of materials in various languages and levels of expertise.
- Increase of visibility of CIDOC in social media and within physical regions (eg by developing and updating fact sheets, creating informational videos).
- Regular communication of activities and behind the scenes work with members.

**Outreach and networking:** In order to gain visibility, membership, knowledge transfer, and reuse of our materials, CIDOC will engage in greater outreach and networking activities. We will coordinate the following activities:

- Collaboration with ICs (currently CIMCIM, COMCOL, CC, ICEE, CIPEG), NCs, and RAs (ICOM LAC).
- Synergise between WGs (eg to organise local events).
- Exchange documentation relevant materials with partner organisations (eg CHIN).
- Collaborate to develop a CIDOC metadata guideline with Wikimedia Foundation.
- CIDOC satellite activities (North/South Americas, East/West Europe, French/English/ Arab Africa, South/North Asia).
- Training activities.

**Document and standard development:** At the core of CIDOC we have the development of standards and documents that support documentation. We will focus on the following documents:

- Definition of documentation
- Intangible Heritage Documentation Standard
- Archaeology Documentation Standard
- Digital Preservation Documentation Standard
- Update of current standards (eg ISO CRM)

**Internal processes:** For CIDOC to be capable of engaging in additional activities, given the changing environment in the sector and within ICOM, as well as the wish to grow and expand knowledge transfer across ages and geographies, the board will initiate a series of procedural revisions related to:

- Developing a 3-year strategy to guide activities and resource allocation.
- Task division and description (including creating Secretary, Treasurer, Editor Manual).
- Budget strategy and plan (allocation of resources, grants /development activities).
- Documentation and archival of CIDOCs work (including minutes, working documents, workflow for repository, archive at ICOM).
- Annual conference application, planning, operation, and archival.
- Monthly meetings voting board, bi-monthly meetings WG chairs.

	Communication	Outreach	Standard development	Working groups activities	Internal processes	ICOM activities
<b>2023</b>	Update strategy. Create team.	Collaboration wikimedia	Definitions. Draft IH standard	Propose a work plan.	Document general process	Engage with IC NC RAs.
<b>2024</b>	Act on the strategy. Disseminate CIDOC tools.	Workshops, skill development. Information Centres WG link.	Draft Inclusive Documentation. Update basics.	Review WGs. Task Force format for projects.	Streamline communication. Update ByLaws.	SAREC proposal
<b>2025</b>	Review strategy	Satellite regions activated.	Draft Digital Preservation standard	WGs and TF structure in place.	Training next generation	SAREC proposal
<b>Result</b>	Active, agile team and plan in place.	Increase of global membership. Active satellites in place.	Set of standards new and updated.	Active WGs in all regions. Network across orgs.	Documented workflow and task description.	Documentation at the core of ICOM.