



# Meeting Minutes for Executive Meeting

December 2015

## 1. Meeting called to order at 1.10pm

- i. Attendance
  - President, Vice President, Treasurer, Secretary, Second Year Tech Fund Representative, Second Year Representative, Admissions Committee Representative, Information Services Representative
- ii. Discussion and vote on last meeting's minutes
  - Move to approve last meeting's minutes
- iii. Introduction of members not in attendance last meeting

## 2. Report from exec

- i. President/VP
  1. Wrap up of the year
    - a. Lots of fun events planned for upcoming year, little to no conflict
  2. Upcoming events/end of term

- a. Friday, 2 end of term events to foster relationship with museums in the community
  - i. First event, Spadina House Tour at 2pm on Friday December 11 with cookies and hot cider and roaring twenties tour of the house, group leaving from iSchool lobby with more information to follow on Facebook
  - ii. Second event, Pub Night at the Victory Cafe from 8pm until 11pm on Friday December 11, group leaving from iSchool lobby with more information to follow on Facebook group
- 3. AGO volunteer opportunity
  - a. Looking for tour guides especially for adult programming, 3 month training and probation period followed by a one year commitment (Fridays from 4-6 or 6-8)
- 4. Faculty Council
  - a. End of year Eyeball at the Faculty Club for MI and CRO
  - b. The iSchool has fostered a new relationship with UNESCO, internship with UNESCO in Paris this year for two students, travel and living expenses would be paid, MMSt students can apply but more geared towards MI students
  - c. New designs for Inforum, to be finished by September of 2016 with resources to be available at Robarts
  - d. Dean Ross officially stepping down at the end of the month and Wendy Duff is taking over starting in January
- ii. MISC-MUSSA Liaison
- iii. Social Chair Represented by President
  - 1. Trip Sign Up

- a. Sign up is still available, great opportunity for networking with Alumni
    - b. Currently 18 for Hamilton trip and 31 for Niagara trip
- iv. Social Assistant
- v. Musings Editor Represented by President
  - 1. Musings Website
    - a. Currently less than 5000 views from 100,000 with a continued great response from social media efforts
    - b. iTea went very well, strong turn out
      - i. one student, one staff, and one musings member
    - c. Meeting on December 9th from 12-1 for contributors to check in
    - d. Winter hiatus from December 12 to Jan 11
    - e. Project to move musings to another platform is still happening
- vi. Treasurer
  - 1. First installment of Head Grant in, approximately \$700
  - 2. Social Special Grant is applied for, waiting to hear back (this will be for next year)
- vii. Second year rep
  - 1. New MUSSA Merch and cookbook
    - a. Swag from Hardboiled
      - i. 3 logo types, "Please No Photo" "Falcon Dear King" and "Please don't Touch", all will be available
      - ii. Sweatshirts (\$40) and t-shirts (\$20) available
        - 1. Sales from Swag will go to the End of Term party, April 8th at the Campbell House

- b. Cookbook
    - i. Grad school survival guide, with recipes crowd sourced from students and faculty, like a yearbook
      - 1. Potential bake sale launch party in the Spring
- viii. First year rep
- ix. Secretary

### 3. Reports from Committees

- i. Programmes committee Represented by President, which was compiled by the Musings Editor
  - 1. Course Evaluations
    - a. Blackboard course evaluations and making the results available to anyone with a utor id
      - i. Professors will be able to opt out because some students just use it as a time to vent, this should be used for constructive criticism
  - 2. Digital Media Distribution
    - a. Course to be available for MI
  - 3. Two PhD courses removed for requirements
  - 4. Change in Programs Committees role with by-laws
    - a. they will no longer be taking full responsibility for accreditation reports
  - 5. Diploma for Advances Info Studies
- ii. Committee on standing
- iii. Tech Fund
  - 1. Proposed Purchased
    - a. Laptops

- i. Buying 12 laptops, 6 macbooks (13" with Retina Display), 6 Del (Latitude with 4 year warranty) total value of just over \$20,000
          - 1. These are not replacements but needed upgrades, to be cycled in
        - ii. Tech fund website with detailed list of current stock
      - b. Movement to Vote
        - i. The motion passes, tech fund will get new Laptops
- iv. GSU
  - 1. GSU
    - a. At the AGM
      - i. Everything went smoothly, invites all students to come, tight vote about a motion to set aside 100,000 for student conferences (debate over application processes and such) the motion was only to set the money aside and then the finance committee is to come up with more procedures
      - ii. The motion passed, 100,000 for one year
- v. Social Committee
- vi. Admissions Committee / Information Services Committee
  - 1. Information Services
    - a. April 9th to start the Inforum moving, hoping to be done before September
    - b. iSchool changing their internal IT services
    - c. Concern with faculty about security, especially with MI, shifting to join university system because they have an increased firewall for more security
      - i. iSchool website to move to UofT system, personal websites for digital projects move over to UofT system

1. Apparent proposal for students to come up with solutions for repairs to IT stuff for Tech Fund
  2. Admissions Committee
    - a. Barbara Brown, excited to hear from students about student services
- vii. Alumni Committee Represented by President
  1. Alumni Event at the Museum of Inuit Art
    - i. Huge success, second year that it has happened
    - ii. Proposed by Alumni to make a MUSSA Alumni Contact information list, they would like to receive updates and such perhaps on a gmail
- viii. Life and Times Committee Represented by President
  1. November iTea
    - a. Roving iTea and Musings iTea went well
    - b. December iTea on December 9th
      - i. directly before the Curating Science poster session
- ix. Musings
- x. Conference
  1. Call for Proposals
    - a. Theme
      - i. Defying Conventions
    - b. March 18 and 19th 2016
      - i. Half day Friday and full day Saturday, Friday will be keynote speaker and reception
      - ii. Hopefully concurrent sessions
      - iii. Lightning talks, workshops, poster session, 3 person panels
      - iv. This will be a ticketed event

#### 4. New Business

- i. Proposals
  1. Class Reps moving forward

Meeting Called to end at 2.22pm