



MUSSA January Meeting Minutes

Date: January 11, 2019

Time: 1:30PM-3PM

Location: BL 509

Meeting called to order at: 1:33PM

In Attendance: Laetitia Dandavino-Tardif, Erica Chi, Andrew Falcao, Daniel Genis, Kathleen Lew, Karen Macke, Emma Puddicombe, Jordan Fee, Natalie Heaton, Katlyn Wooder, Aline Zara, Amy Intrator, Lauren McAusland, Evelyn Feldman, Julie Suh

Regrets: Hannah Johnston, Kesang Nanglu,

Meeting began at:

1. Meeting Called to Order
 - I. Approval of Agenda
 - i. Motion approved by (2 MUSSA members):
 1. Kathleen Lew
 2. Daniel Genis
 - II. Approval of Minutes
 - i. Motion approved by (2 MUSSA members):
 1. Amy Intrator
 2. Laetitia Dandavino-Tardif

Welcome back to school and Happy New Year!

Committee Updates/Reports

- I. Alumni Association
 - i. Renovations happening at Bissell building – new entrance on the 1st floor, adding more classrooms, let in more light, beginning after the Robarts renovations
 - ii. New Bachelor of Information now live
 1. UXD for GLAMs course offered next year
 - iii. Review of the Inforum library; Provost office in charge
 - iv. Tentative plans for FIAA Trivia
- II. Admissions Committee
 - i. Meeting in two weeks – meet once a semester
- III. Programs Committee
 - i. Two meetings (December & January)

- ii. Mostly MI – discussed the student evaluations forms, faculty responsibility of the evaluations, training faculty on biases
 - iii. Human Centred-Data Sciences new concentration stream – AI related
 - iv. MMSt – Pizza with Profs lunch, more valuable feedback
 - v. Bachelor of Information – beginning in Fall 2019
- IV. Committee on Standing
 - i. Statistics will be shared with MUSSA
 - ii. Advocates for the student body, PhD, MI, MMSt - reviews cases of each student regarding dropping classes without academic penalty
- V. Tech Fund
 - i. Mount-Making Workshop: Laetitia will communicate with Kathleen
 - ii. Surface Pro Tablet Vote
 - 1. Incompatible with software, need to purchase two new tablets (\$3000 - tablet, keyboard & pen)
 - 2. Motion to approve: all in favour to purchase the tablets
 - iii. External blue-ray player for the Inforum approved
- VI. MISC-MUSSA Liaison
 - i. Faculty constitution changes
 - 1. Reduced MI representatives- from 15 representatives to 7 representatives
 - 2. Colin Anderson attended the MISC meeting
 - 3. MISC would prefer to decide, internally, how the MI representative at the Faculty meeting are allocated at not that the Faculty Constitution predetermines them
 - 4. 2 MUSSA representatives
- VII. iSchool Conference Team/Committee
 - i. Nothing to report- will follow up
 - ii. From the last meeting, it is said that the panels would be held at the end of the semester.
- VIII. Musings
 - i. New applications are open for the new winter term: in the MUSE letter and Facebook
 - ii. Winter break features
 - iii. New launch of the Mmst 50: 1 in every month
 - 1. Old editors in chief will write an article
 - iv. Meeting: January 23rd
 - v. 2nd Writing workshops: a part of Mmst 50
 - 1. Will contact Melissa Smith
 - 2. A marketing representative from Rotman interested in participating in MMSt50 workshop – Pym Buitenhuis
 - 3. Open it to MI students
 - vi. 5th Anniversary party planning

1. Budget: need to submit invoices to the Treasurer

Kelly Lyons – Discussing the Constitution changes for the Faculty Council

- [Constitution and By-Laws](#)
- Faculty council works under the governance of the university
- New Bachelor of Information as an undergraduate program
- New by-laws and constitutional governance templates that the university has developed; have not been using this template.
 - Planning to take the existing template and add the new Bachelor of Information by-laws.
- Changes the numbers of the representatives on council
- Needs approval from the VP of the Academics first
- 51% or higher appointment are automatically members of the council
- Faculty members who are appointed in other campuses do not sit on the council
- One representative from each concentrations, no matter how big the concentration is
- Internal stakeholders need to be approved after the pass of the constitution
- Appeals committee is graduate only committee. Does not report to the council. Need to establish our own appeals for the undergraduate students.
 - Should we have one appeals committee (undergrad + grad) or have two separate committees?
- Bachelor of Information is for the students with the completion of two years of university education. Students can transfer the program. Will accept students from other university as well.

Exec Updates

IX. Treasurer

i. Field Trip Report

1. Revenue: \$2090
2. Expense: \$1384
3. Total Cost: \$7459.16
4. Profit: \$705

ii. Fall expense report

1. End of semester party
 - a. little over the planned budget \$515
 - b. \$130 for the raffle ticket sales
2. Have spent \$2957.81 so far

X. Social Chair, Social Assistant and/or Social Media Assistant

i. Meghan resigned from the Social Chair position

ii. Pizza with Profs on Tuesday the 15th

1. Budget: \$200
2. 7 Mmst professors confirmed their attendance: Karen, Susan, Hooley, John, Matt, Gaby
3. Eventbrite sign-ups

4. Laetitia will ask professors questions that students can ask
5. Erica and Karen will pick up the pizza and prepare the room
6. Need to purchase cups and plates
- iii. Skating Night on 24th @ Nathan Philip Square
 1. Meet at the Inforum and walk together
 2. Will buy snacks instead of paying for skate rental
- iv. Panel: Alcohol Permit? Food orders?
 1. 4 Panelists
 2. In promotional phase
 3. Will fill out the beverage service order form. Need to decide:
 - a. 2 drinks/person
 - b. Cash bar
 - c. Hand out drink tickets
 4. The event starts @ 5 pm, cocktail networking hour is @ 8 pm
- v. Other planned events of the semester
 1. Get Crafty on the 26th @ 1 pm
- XI. First Year Representative
 - i. More events with profs
 - ii. Anxiety about portal opening/internship
 - iii. Need other first year students who are in the other half of the section to make announcements
- XII. Second Year Representative
 - i. Merchandise
 1. Low stocks of the sweaters and white t-shirts
 - a. Design?
 - i. Mmst 50 special editions
 - b. Type
 - i. Will stick to crewnecks
 - c. Colour
 - d. Internal vote vs. External Facebook page vote on new orders
 - i. Will communicate with Kesang
 2. Shipping for alumnis?
- XIII. Vice President
 - i. Curatorial Tours
 1. Gardiner Museum for curatorial and collections tour with Sequoia Miller
 2. Aiming for early - mid March
 3. Asking for \$5 deposit for sign-ups to increase the attendance show-ups
 - ii. Grants
 1. Received Conference Grants \$500

2. Special Grant -need 100 students body. We have 100.5 students.
Will still apply for it.

XIV. President

- i. Panel: Museum Risk-Taking: A Path to Success? February 7th
 1. Lauren and Natalie will volunteer to organize and plan the event
 2. Live Stream on Facebook- will talk to Andrea and Kesang
 3. Panelist council meeting on Monday
 - a. Kathleen Brown, COO from Lord Cultural Resources
- ii. Museum Studies Exhibition Project Facebook Page - Will talk to Kesang
- iii. Museum Studies Alumni Group for Mmst 50. What will happen after?
 1. Alumni Ambassador will take care of the page until a new Ambassador gets elected
- iv. Yoga @ the Inforum bi-weekly drop in events. First event is on January 16th.
- v. Summer event: Alumni Reunion in June
 1. Alumni celebration around the campus
 2. Activities for kids
 3. Let people know about the event and seek people to help out
 - a. Laetitia will tell Lisa that Lauren will take care of it
- vi. Selin, a 2nd year CDP student reached out to MUSSA for help for her event on cultural food
 1. Man-power
 2. Financial resources
 3. Marketing resources

Meeting adjourned at: 3:14 pm