



# MUSSA March Meeting Minutes

Date: Thursday, March 16, 2017  
Location: BL 417

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Meeting called to order at 12:06 pm

**Regrets:** Natania, Curtis, Claudia, Anja, Danielle, Dana, Tabitha, Erika, Kate

**In Attendance:** Maya, Sydney, Kristen, Kathleen, Kelly, Alice, Aurora, Taryn

## 1. Meeting CTO

- Approval of Agenda
  - Motion approved (Aurora, Kathleen)
- Approval of January Minutes (Google Drive)
  - Motion approved (Kelly, Aurora)

## 2. President's Report

- **TASK FOR NEXT MEETING:** write 1-2 page summary of your year in your current position and submit at next meeting. Include the following:
  - Main responsibilities of the role
  - Key challenges (if any)
  - Recommendations for your future role or in general
  - Helpful details - e.g. caterers and their contact info, best room bookings and timelines, helpful contacts, etc.
- In need of 3-4 MUSSA representatives to be present at Space Revitalization meeting next week!
  - This meeting is in regards to renovations for the space
  - Maya will email with dates and more info
- First and only Executive Faculty Council Meeting
  - Instituting commitment to findings and results of TRC
    - 6 points that will be motioned to make part of everyday life at the iSchool
      - 2 examples: Workshop run by Kara, and Research Assistantship will be created to create and maintain website with info about TRC
  - Chair of faculty council shared thoughts on submitting reports on complaints,

- problems, concerns. Should go to Dean's office first!
- Faculty Council Update:
  - 2 year second-entry undergraduate program is underway for our faculty (Bachelor of Information)
  - Broken record of number of applicants to the program!
  - Looking into orientation differently, this will affect next year's council
  - Rethinking student access to the inforum
- April Meeting will be 30 mins to hand in papers and chat about last minute things

### 3. Committee Updates/Reports

- Alumni Association
  - FIAA Conference grant deadline March 31
  - FIAA nomination April - info on website (alumni & nomination form)
- Admissions Committee
  - Meet and greet for admitted students on April 1
- Programs Committee
  - February
    - Discussed new course proposal, but was not approved due to lack of documentation
      - This became a conversation about what the Programs Committee can and should require of new course proposals or re-worked courses in terms of week-by-week schedules, readings, etc. Next committee will be addressing this
  - Met on March 2
    - Discussion of LIS Concentration review and proposed changes relative to comments offered by Provost's Office
    - Concentration changes approved by Committee and will be voted on by the Faculty Council on March 23
    - New course approved to be offered Summer 2017: Program Evaluation.
      - May be of interest to MMSt students and some will complement material from *Museums and their Publics* but it is mainly geared towards library students
- Committee on Standing
  - Nothing to report
- Tech Fund
  - Referendum finished and was successful
    - 151 out of 605 votes (24.95% of voting population)
    - This will be presented to university affairs board on May 1, if passed it will determine if we collect fee again in Fall 2017
  - Will be installing Microsoft Project and MS Suite in the inforum
- Musings
  - On the last 3 weeks of posting articles before summer break
  - Panel presented on behalf of Musings at the iSchool conference

- Working on a document that will be published in the iJournal
- In terms of future, Musings is strongly hoping to strengthen policy documents so that there will be a more formal application for contributors
  - This will allow for easier management and more professional outcome

#### 4. Exec Updates

- Treasurer
  - Head grant and special grant deposited (\$832.97 & \$200)
  - Waiting for \$250 from trip money has yet to be deposited into account
  - \$1437.48 currently in our account
  - Money for mugs will be reimbursed through sales
  - We still owe \$200 to student conference
  - Expecting \$250 - \$400 will go towards end of year party
- Social Chair and/or Social Assistant
  - Ottawa trip was a success
    - 2 staff and 33 students attended
    - Notes for the future:
      - Usually held first semester, this year was held during second semester and this brought issues of anxiety over exhibition projects opening soon, etc.
      - Try to get museum talks that will give advice to fellow museum professionals rather than just a tour
      - Museum full days are too long - be sure to schedule talks but give students enough time to relax and explore on their own as well. Half days work best
        - E.g. 4 hours one day, drop off at museum at 9 am and pick up at 5 pm etc
        - Suggestions for conference style: 2 rooms different topics and different speakers
        - Ask for access to collections (small groups up to 15 may be allowed to do this, otherwise not realistic)
      - Day trips for next year:
        - 3 or 4 hours at each place rather than 8 hour days
  - Blood drive tonight!
    - 7 MMSt students attending
  - MISC clothing drive/swap happening today in 7th floor lounge
    - For future collaborations: MISC could do one in the fall and MUSSA in the spring (or could be done together)
  - End of Year Party, April 10 at Hart House Debates Room
    - Remind students to attend!
    - MISC is hosting "Bye-bye School" April 8 (We are welcome to attend but we have our own end of year party)
    - Cash bar - BRING CASH! Note: ATM at Hart House

- First Year Representative
  - Nothing to Report
- Second Year Representative
  - Merchandise Update
    - T-Shirts and hoodies (American Apparel) order has been placed
    - 10 mugs still available on sale for \$12 (if all mugs sell profit of \$50)
      - Encourage people to buy these mugs!!!
    - Design process was fairly easy once the idea was created
      - We got design help from Brenna
    - Send suggestions for future merchandise to Kate:
      - Better advertising
      - More clear promotion of what the products will be/what they refer to
      - Musings logo
      - Plain MMSt/Faculty of Information/U of T option
- Vice President
  - Elections
    - Nomination forms open March 20 - March 24
      - Instructions will be sent out via email; essentially we will submit name and blurb
    - Election period March 27 - March 31
      - Second years encouraged to vote!
      - Online vote
    - Positions available
      - President
      - VP
      - Social chair
      - Second year
      - Musings editor in chief
      - MISC Liaison
    - NOTE: Constitution notes that committee is elected in September - should this be changed?
    - Everyone please make themselves available for questions regarding elections, also please make announcements in class!

## **5. Announcements/Updates**

- Student Conference Overview
  - Thank you for everyone who attended or presented!
  - Please finish feedback survey
- Space Analysis Working Group
  - Looking for people to join meeting - date TBA
  - If anyone knows anyone who is willing to donate to this initiative your name could be put on a building! \$\$\$

- Other business
  - Nothing to report

## **6. Adjournment**

- Meeting adjourned at 12:53 pm