



Meeting Minutes for Executive Meeting

March 2016

1. Meeting called to order at 12.17pm
 - I. Attendance
 - A. President, Vice President, Social Chair, Musings, First Year Representative, Secretary, Treasurer, First Year Tech Fund Representative, Second Year Tech Fund Representative, Musings Administrator, Programs Committee, Alumni Association Admission Committee
 - II. Discussion and vote on last meeting's minutes
 - A. Motion to approve last meeting's minutes
 1. Motion Approved
2. Report from Executives
 - I. President
 - A. Internship Event
 1. Helpful event for answering questions about internships that are not covered in the class, will be continuing this event in upcoming years
 - B. Hamilton Trip
 1. The Hamilton Trip took place at Dundurn Castle and the Art Gallery of Hamilton, one was a fine arts museum one was local history museum. Both hosts were wonderful and provided useful information.
 - C. Faculty Council
 1. Faculty was invited to class trips and mentioned the possibility of ending the class reps, MISC also in the works of getting rid of class reps, they do not seem to be a useful tool. The job of the rep is to bring issues to a member of the council, however there is typically a member of MUSSA member in classes
 - D. Mentorship 2016
 1. People are paired according to their majors, more information to follow

E. Mental Health at the iSchool

1. March is mental health month and there are going to be some events happening at the iSchool. If there are any concerns about a student there are resources available at the school feel free to contact Barbara Brown or President of MUSSA

F. End of Year Party

1. Planning for the end of year party has begun, to take place April 8th at the Campbell House, save the date to follow. Food, music, cash bar, and unofficial after party to be hosted by a student

II. Vice President

A. Elections

1. We are required to decide upon an election and nomination time period
 - a) Last year Survey Monkey was used for voting purposes. Survey Monkey is not the most secure software for voting systems.
 - b) UofT has an official voting system for student groups which requires each student to log in with their UTORID, system must be set up at least two weeks prior to the election and will be set up shortly by Vice President (who must be Chief Returning Officer). Term for all current members is up on April 15th
 - c) Move to officially recognize Sanja Ljaskevic as Chief Returning Officer for the year of 2015 - 2016 for the purposes of implementing the new voting system for the following year
 - (1) Motion approved
 - d) Nomination Period Saturday March 19th to Friday March 25th, Election Period Saturday March 26 to Friday April 1st at noon, Elected by April 1st
2. Move to approve Election decisions
 - a) Motion approved

B. GSU

III. Treasurer

A. Partnership with Tech Fund

1. Trying to establish a method of supporting student development, it is in the planning stages maybe a certain amount of money in the year is given to the student councils and have them continue the reimbursement process
 - a) Unsure if this will happen. MUSSA does not take student money. Students also cannot approve student bursaries. This would have to be something that staff or faculty was in charge of.

- b) Suggestion to make more workshops for students seeing as they have been extremely beneficial.
 - B. Bank
- IV. Social Chair
 - A. Upcoming Trips
 - 1. Final trip of the year on Saturday at PAMA, transportation will be by GO Bus.
 - B. End of Term
 - 1. End of year party, will be a cash bar. Issues surrounding purchase of alcohol. There was approximately \$300 made from merchandise which will be used for drink tickets. There will need to be a vote to approve spending when more drink information comes forth.
 - a) Unofficial after party to follow at a students house, everyone will be invited and there may be fundraising
- V. Social Assistant
- VI. Second Year Representative Represented by President
 - A. Update on Merchandise and Recipe Book
 - 1. Merchandise orders have been submitted, and are expected to be in within the next 2-3 weeks
- VII. First Year Representative
 - A. Cat Cafe
 - 1. Event will be hosted from 4-6pm on March 21st.
 - B. Business Cards
 - 1. Printing is in the works
- VIII. Musings
 - A. Social Media
 - 1. Followers on all social media sites are flourishing, website hits
 - B. Running for Editor and Chief
 - 1. Informal session for those interested in running for Musings Editor and Chief which will be sent out in a email, position must go to someone already writing for Musings
 - C. Posting
 - 1. Issues with people getting their posts done on time which has been an ongoing issue throughout the year which will hopefully get resolved in the near future
 - D. Mission Vision and Mandate
 - 1. A new mission, vision, and mandate has been approved by students and Faculty and is currently up on the site
- IX. MISC / MUSSA Liaison
 - A. CRO

1. Cara is hoping to have a meeting for CRO students and expectations for second and third years especially with regards to convocation.

B. MISC

1. a. MISC Academic Affairs
 - a) [Constitutional amendment](#)
 - b) The amendment is to disband the class reps and assign to MISC officers who will take on the role of class rep, where students can report any issues to them directly. Their contact information will be present on all MI syllabi.
 - c) Will be emailing Lily about making a call out to CRO's in their Museum Studies Year that if they are taking MI electives and are having issues they too can contact the new Officers

X. Secretary

- A. Conference Updates

3. Reports from Committees

I. Tech Fund

II. Life and Times

III. Programmes Committee

- A. Museum Studies degree is now a recognized prerequisite for the Degree in Advance Information Studies, which is a degree for people who want more training but not a PhD. Previously MMSt was not recognized

IV. Committee On Standing

V. Alumni Association

- A. Alumni Association was in the process of discussing the Job Shadowing project and how it is going. Currently, there is a reshuffling of duties. Discussing the potential of offering information about different jobs that are available for Museum Studies students

VI. Admissions Committee

A. Information Services

B. Admissions Updates

1. Nothing to report

4. Other Notes

- I. Construction company has proposed that they will not need to use 7th floor lounge during summer renovations, and proposed that they would stop construction at 4pm which is when summer classes will be running. Summer classes will not need to be held outside of the iSchool this year.

Meeting adjourned at 1.02pm