

Minutes
MUSSA Council Meeting
Wednesday, October 9, 2013 12-2 PM
Faculty of Information, Bissell Building, Room 312

Regrets: Cady (Life and Times), Cat (Musings Co-Editor), Kristen (Committee on Standing) *had to leave early

1. Welcome – Call to Order 12:00

2. Constitution Update

Follow up from Annual General Meeting (AGM)

- MUSSA recognized as official title
- Responsibilities for social events will be shared between Social Chair 1st, 2nd year reps
- Association voting: prefer general discussion (though MISC has clear voting structure)

3. Executive Reports

PRESIDENT

Elections

- “Successful” elections: around 20 people voted (typical)
- One position remaining → Information Services Committee Rep

Housekeeping

- Head Grant Application: received in October (not sure of exact amount)
 - o Last year GSU provided installments of \$500-600
- MUSSA office on 6th floor + keys to mailbox
 - o Printing privileges *for council use only
- MUSSA website and social media: please send in pictures and bios
 - o Contact Robyn if you wish to publicize other committee events
- President and Vice-President are developing a document for Standing Operating Procedures
 - o Please consider your own responsibilities to pass on to next year
- Adriana Rossini looking for a rep for the MMSt faculty’s local evaluation committee
 - o The committee maintains online database of evaluations of extracurricular activities
- Upcoming faculty council meeting Oct. 18th 9:30-11:30 in rm. 538
 - o President and Vice-President unable to attend, need other representatives
 - Melissa and Desiree have volunteered
- Student recruitment event October 26th (sign up to represent your faculty)
- Student Conference: Brian and Richard will pitch (today at 1:30)
 - o MUSSA contributed \$170 last year (determined by student ratios)

iSchool Self-Study:

- iSchool undergoing external review (performed by other iSchools)
- Self-study: consulting with students, faculty, administration, student services
- Poor attendance to consultation meeting + limited e-mail response
 - o MUSSA did send in results of last year's student survey for self-study
- FIAA council online review, facilitating self-study until October 15th (refer to Robin for more information)

VICE-PRESIDENT

- GSU rep vote in March to determine whether we stay with CFS

SOCIAL CHAIR

- Halloween Open Mic night at Hart House
 - o Headed up by MISC but MMSt students are included
- Will hold social committee meeting with year reps
- Halloween party Oct 31st from 6:00-9:00 (student's lounge)
 - o Budget of \$50.00
 - o Games, etc. but fairly casual → students can drop in at their leisure
 - o Calling for donations of decorations and volunteers to help set up
- Movie night: look into theatre group tickets from GSU (gradescapes)
 - o Aiming for a date in November
- End of term party December 5th: gathering estimates for locations, venues are asking for deposit or minimum food order = may require some fundraising
 - o Estimates have been around \$500-600

Washington Trip

- Negotiated down to \$159 a room at the Marriott in DC
 - o Fundraising will help lower costs
 - o Melissa will send out updates

SECOND YEAR REP.

- Class reps needed for Photographic Record and Project Management
- Suggesting more active roles for class reps: reports at the end of term documenting comments, suggestions etc.
 - o MISC offer prizes for those who submit reports
 - o Emphasize evaluating the course itself (rather than the prof in 'class evaluations')
- Mentor program pub night: for mentor-mentees in next month or so
- Merchandise artwork design contests
 - o Merchandise not sold until march, but can open contest to be on-going

Museum trips

- Will try to schedule for Thursday afternoons
- Last year's were fairly informal, aiming to be more structured (tours with practitioners)
- Black Creek Pioneer Village

- Will send out sign up sheet
- Take TTC
- In future, can rotate the days, make locations closer

FIRST YEAR REP.

- Coordinating business cards, made 5 dollars off each pack sold

TREASURER

- Lily now a signer on the account
- Temporary cheques ordered (cost roughly \$2 each - rather than \$120 for personalized cheque book)
- New debit card for the account (to be kept in the cash box)
- Look in to small association grants

SECRETARY

- Minutes will be available in 48 hours

MUSINGS CO-EDITOR (regrets)

- Musings originally a student publication, now a student and faculty blog
- Irina is faculty liaison
- Looking for a student editorial staff
- musingsmmst.blogspot.com (may change to tumblr)

MISC-MUSSA LIAISON

- MISC meeting tomorrow
- Will bring up mentor-mentee pub night
 - Schedule meeting with Hannah of the mentor program
- Need to ask about microwave for student lounge

ADMISSIONS

- Draft document of recruitment strategies will be distributed
- Will soon be a call for student ambassadors
- Recruitment Graduate Fair tours (Jerome Poon-Ting on tour now)

ALUMNI ASSOCIATION

- Looking for alumni contacts for Washington and smaller trips (Black Creek)
- FIAA will help to promote upcoming MMSt mixer (UTAC and Faculty of Information)
 - Wednesday night, not ideal for MMSt classes
 - Can view as an online facebook event
- FIAA looking for MMSt alumni to chair the MMSt committee on the Alumni network
- Last year's VP attempt to compile list of MMSt alumni in conjunction with FIAA
- Robin will draft MUSSA statement (report) for alumni association

INFORMATION SERVICES (rep required)

LIFE AND TIMES (regrets)

- “Enlivening the Halls”: exhibits in the halls of the iSchool
 - o Looking for
- November 20th iTea MMSt topic suggestions:
 - o Last year presented exhibition projects, maybe include theses this year
 - Second year and faculty presenters
 - o OMA conference (at which Desiree and Lauren are presenting)
 - o Meeting this Friday to solidify themes

PROGRAMS

Introductory Meeting:

- MI related material, new classes
- Preservation and Digital Curation misnomer → not really about digital curation
- Wanting to scrap MI/Law program *Adriana suggesting to introduce Law as a main stream
 - o Difficult to strike from recruitment tour when still on the books
- Debating requirements (should computer science be a requirement for certain streams?)
 - o Will go to faculty committee
- Costis Dallas still requesting approval for a student’s Special Topics project at the ROM

COMMITTEE ON STANDING (regrets)

TECH FUND

- “Ideas party” (tbd): strictly more tech related this year
- 10 new “surfaces” tablets, phasing out notebooks
- Student lounge Microwave: MUSSA willing to donate? (Improve relations with MISC)
- Museum technology suggestions for the Inforum:
 - o Different types of collections software (responsibility of the faculty)
 - o Museum related technology, environmental monitoring, light meter
- Will deliver financial estimates
- Workshop suggestions: Mount making?
- Need to amend “Detailed Tuition Report” online: \$50 tech fund fee appears to be going to MUSSA instead
- Reintroduce “purchased by tech fund” stickers to increase awareness

4. Last Thoughts

- Encouraging ideas: take a look at MISC website as a model
- Agree to use Doodle Poll for scheduling meetings

can provide notes on Student Conference presentation on request

5. Adjourned 2:00