



MUSSA November Meeting Minutes

Date: Thursday, November 2, 2017

Time: 5:00 - 6:00 pm

Location: BL 728

Meeting called to order at: 5:00pm

In Attendance: Aurora Cacioppo, Kristen McLaughlin, Kathleen Vahey, Hannah Hadfield, Serena Ypelaar, Erica Chi, Amy Intrator, Sydney Rose, Katlyn Wooder, Evelyn Feldman

Regrets: Hannah Barber, Susan Jama, Marlee Yule, Leore Zecharia, Laetitia Dandavino-Tardif, Charlotte Gagnier, Maeghan Jerry

Meeting began at:

1. Meeting Called to Order

I. Approval of Agenda

i. Motion approved by (2 MUSSA members):

1. Kathleen Vahey
2. Serena Ypelaar

II. Approval of Minutes

i. Motion approved by:

1. Hannah Hadfield
2. Kathleen Vahey

2. Committee Updates/Reports

I. Alumni Association

i. Lisa Habib is currently working on the Faculty of Information website, communications, and providing support at events, investigating the functionalities of U of T's Arbor alumni database

1. Many alumni have not been receiving emails

ii. FIAA might organize an 'Ask an Alum' networking event

iii. The next FIAA meeting is November 8th

iv. [Charlotte is to ask if money can go towards GRADitude night \(as the fund is originally for overnight trip, which has been cancelled\)](#)

II. Admissions Committee

i. Bachelor of Information starting Sept. 2018

ii. Mmst and CRO program still under review

III. Programs Committee

- i. Bachelor of Information passed unanimously by the committee
 - ii. Mmst - New Digital Museum strategy implementation, as it is a full year half course, meeting every two weeks/year
 - 1. Proposal to be presented soon
 - 2. Implemented as there is a gap between the digital - updates to learning outcomes
 - IV. Committee on Standing
 - i. Email vote to change a thesis title - most have approved
 - V. Tech Fund
 - i. Motion: To approve the purchase of 2 MacBook Pros for the Inforum in the amount of \$4517.74
 - 1. Vote: All in favour of the motion, approved
 - ii. Motion: To approve the purchase of 3 iPad Pros and accessories for the Inforum in the amount of \$4193.43
 - 1. Vote: All in favour of the motion, approved
 - iii. Hannah Barber the new workshop organizer (iSkill facilitator) and Justin Desouza for treasurer
 - iv. Approved the allocation of funds for smart pens and phone chargers
 - VI. MISC-MUSSA Liaison
 - i. Changed the constitution the meeting before to allow people to fill in positions that were open
 - 1. Telecommunication approved in the constitution to allow skype calls into meetings
 - 2. Slack channel created for MI program
 - 3. Mmst to consider opening their own slack channel
 - ii. Voted in new numbers to fill treasurer and council representatives
 - iii. All open roles filled - but some will be filled on a first-come-first-served
 - iv. Possibility of starting a clothing drive - Evelyn to get MISC president to contact Aurora to organize it
 - VII. Musings
 - i. Amy and Serena met yesterday and finalized social media plan for Instagram
 - 1. More stories to get people interested in Musings
 - ii. Class survey for evaluating the interests of readers
 - iii. Serena invited to the ROM for an advanced viewing of the upcoming Vikings exhibit
 - iv. MUSSA encouraged to share and comment on posts
 - v. Holiday party to be planned for early December, date still unsure but doodle-poll will be submitted soon
3. Exec Updates
- I. Treasurer

- i. Update from Kathleen: since last meeting we received the head grant for \$905 - head grant can carry over
 - ii. Merch deposit for \$990
 - 1. Hannah Hadfield reimbursed for \$360.70 (chq8)
 - iii. Cash found in the box \$336.25 from last year's Ottawa trip because there was a \$20 deposit that was never returned to participants
 - iv. Bank total \$1636.68 and after the deposit we will have **\$1972.93**
- II. Social Chair and/or Social Assistant
 - i. Kensington Market tour hosted by Susan Jama, should be aggressively marketed on social media
 - 1. Food & textile related tours
 - ii. Social Committee meeting a few weeks ago
 - 1. Waterloo trip went well
 - 2. Hamilton is running out of spots (3 left)
 - iii. Another Games Night to be hosted soon
 - iv. Movie night was attended by one, hoping to have another on beginning of December
 - v. Therapy dogs suggested for the end of November (week of the 27th)
 - vi. End of first-term pub night (December 8th)
- III. First Year Representative
 - i. Kristen put together information for the thesis-option on November 13th from 12-1pm in room 520
- IV. Second Year Representative
 - i. Numbers from merch - total expenditure \$943.44, made \$1200, profit \$256.56
 - ii. Reopening sales period soon - some left over merchandise
- V. Vice President
 - i. UTGSU meeting - picked up first half the head grant
 - 1. Conference bursaries now open live from Nov. 1-30, for the fall cycle - next cycle opens in May
 - 2. Budget passed, which caused a lot of controversy
 - ii. Special grant being submitted by Kathleen Vahey
 - 1. Eligibility to faculty of under 100 students for special events (trips)
 - iii. Thesis-meeting and exhibition options to be discussed
- VI. President
 - i. Past counsel doesn't have the key - need to contact Glen
 - ii. Help-a-Sister-Out event: Friday, Nov. 10th
 - iii. Climate Change workshop at the AGO in January 22nd, 9:30am-4:30pm - only 40 spots available
 - 1. <https://coalitionofmuseumsforclimatejustice.wordpress.com/events/>

- iv. Committee Reports should be submitted into a google docs folder for easy access in meetings
- v. Women in Museums: Cara submitted some good leads, will contact 4 at a time to see which are available
 - 1. See if we can book a lecture hall for the talk

4. Announcements/Updates

- I. Semaphore Lab: Hours for Reading Week
 - i. Open by request to email before
 - 1. semaphorestudio307@gmail.com
- II. Hamilton Trip
 - i. Switched the schedule around due to the Art Gallery's availability - now Dundurn in the morning and the Art Gallery of Hamilton in the afternoon
 - ii. Kathleen still in process of booking Markham trip
- III. Blood drive donation request - holding clinics next week

5. Marketing

- I. How to market events in the most streamlined way
 - i. Homework Night and Kensington Walk - Kathleen prepared the Kensington Walk poster
 - ii. Social Media Tactics - Social Assistant (Susan Jama) to make a list and send to communication as reminders to Aurora and Erica
 - 1. Creating individual Facebook events
 - iii. Evelyn suggested writing down the events on whiteboards in classrooms - or put up a board on the 5th floor
 - iv. Printing out MUSSA calendar to give them to students
 - v. Spread in classes with other students
- II. How to promote Museum Talks
 - i. Community Collaboration Across Museums (November 16 @ 4:00-5:30pm)
 - 1. Facebook live option to help promote talks
 - 2. To announce at internship day November 16th
 - 3. Reminder for the poster to be made
 - ii. Spread awareness in classes

Meeting adjourned at: 5:54pm