



Jan 28, 2016, 16.30-17.30

Bissell Building, Inforum, **BL416**

140 St. George Street, Toronto, Ontario

Present: Dawn, Katherine, NuRee, Yara, Bertha

Regrets: Christoph

[Agenda](#)

[Approved Minutes](#)

[Next Meeting](#)

[Action Items](#)

Agenda

1. [Old Business](#)

- 1.1. Previous Meeting Minutes
- 1.2. Action Items Update

2. [New Business](#)

- 2.1. Check "Request For Funds" Submissions
 - [Submissions Here](#)
- 2.2. Remaining Business...



Approved Minutes

1. Old Business

- 1.1. Previous Meeting Minutes
i. [Dec 18, 2015](#), [Jan 11, 2016](#)

- 1.2. Action Items Update
i. Action Items

ID	WHO	WHAT	TIL WHEN
1	NuRee	Meet with Mike/Kristen to see if there is any history/input they can give about restructuring of faculties affecting student levies.	<i>pending</i>
2	For all	Make a Go/NoGo decision on referendum vote	completed
3	Dawn	Liaise with Christopher to set meeting date with Wendy, Glen, Barbara, Christoph and (Dawn, NuRee, Katherine) about the status of the Tech Fund	<i>pending</i>
4	Yara	Ideas Party Recap for MISC/MUSSA Newsletter Submission	completed
5	Bertha	Request for Funds Advertising for MISC/MUSSA Newsletter Submission	completed
6	Katherine	Proposal for Student Development Funding	<i>pending</i>
7	All	Review Document for Dean Meeting	completed
8	Nuree	Confirm deadline for referendum statement submission with Mike	completed
9	Nuree	Write a one page referendum summary, see Deliverables	completed



2. New Business

2.1. Proposal for Student Development Funding

- RECAP: A proposal of fund to be used for event registration (cannot be used for travel, accommodations, food, etc.) and it is solely for the reimbursements of registration fees only
- Katherine suggested to have an online form for student proposal submission and students can submit original receipts for reimbursement
- Dawn suggested to have part of Tech Fund money to be pre-distributed to MISC and MUSSA and have them process the reimbursement for an easier process
 - i. Question raised: What would happen to the funds that are not spent?
- A draft proposal is needed and can include:
 - i. Alternative plans for Kathy to review
 - ii. Detailed process and ideas for approval

2.2. Go/NoGo on Referendum

- Still waiting to meet with Mike & Kristen and to set up a meeting date with the Dean
- A lot of uncertainties regarding the IT restructuring, Inforum renovating and how the Tech Fund will operate, especially concerns with purchases and maintenance
 - i. NuRee brought up the concern that because a lot of questions still remain unanswered, bringing the referendum to the UAB would not be an ideal move should they question us. Also, deadline is fast approaching and a decision must be made ASAP
 - ii. Considering to postpone the referendum to next year

○ VOTED:

- i. **APPROVED** to defer the referendum, with quorum all 5 in favour

2.3. Workshops Update

- Katherine proposed the following workshops:
 - i. Budget Writing for Grant Proposal Workshop
 - External individual to be hired for the 3 hours workshop
 - Estimated quote to be discussed
 - Katherine will coordinate with Yara in terms of the logistics and the finance
 - **VOTED:** Budget Writing for Grant Proposals Workshop
 - **APPROVED:** Quorum, approved for \$150
 - ii. Career Panel/Zoo Interpretation Workshop
 - Inviting the Volunteering Coordinator from the Zoo to talk about her career



- Will bring this to Dylan at the MUSSA Meeting to further discuss the possibility
- Moccasin-Making Workshop
 - i. Yara will further discuss the workshop idea next meeting
- Updates on Mountmaking workshop from Yara
 - ii. All supplies purchased
 - iii. Yara will prepare and attend the workshop
- 2.4. Printing Card
 - Printing card to be purchased for Tech Fund
- 2.5. Check "Request For Funds" Submissions
[Submissions Here](#)

Next Meeting

Thursday, February 11, 4:10

Action Items

ID	WHO	WHAT	TIL WHEN
1	Dawn & Katherine	Draft Student Development Funding Proposal	next Meeting
2	Dawn	Statement on Referendum for MISC/MUSSA	Jan 28, 2016
3	Nuree	Referendum Manual	April
4	Katherine	Update on Interpretation Workshop	next Meeting
5	Yara	Update on Moccasin-Making Workshop	next Meeting
6	Nuree	Purchase Print Card & Check with Inforum Staff	March
7	Dawn	Email RE: Minutes for Review	Jan 30, 2016
8	Katherine	Proposal for Student Development Funding	<i>pending</i>



9	Dawn	Liaise with Christopher to set meeting date with Wendy, Glen, Barbara, Christoph and (Dawn, NuRee, Katherine) about the status of the Tech Fund	<i>pending</i>
10	NuRee	Meet with Mike/Kristen to see if there is any history/input they can give about restructuring of faculties affecting student levies.	<i>pending</i>

