

MLISSA Executive Meeting
November 12, 2008 @ 12:30pm
MS 24

Those present: Meghan Hansen, Gina Gonczi, Rosanne Lester, Yusuke Ishimura, Julia Wagner, Alanna MacNevin, Fiona Munroe, Eric Erickson, Lisa Shen, Jennie Ferris, Janelle Ramsay, Jessica Lange, Elaine Radman, Aude McDermott.

1. Call to order: Jennie called today's meeting to order at 12:34p.m.

2. President report:

- A. Alanna will talk about progress being made with the *Marginal*.
- B. Ute couldn't be at today's meeting - treasurer's report in brief:
 - i. PGSS has transferred the funds from MLISSA membership dues to the MLISSA council; MLISSA can now cut a cheque to pay back the SIS department for September's orientation-related loan.
 - ii. Received two applications for MLISSA grants, from BASIS and CLA, totaling \$209 - well within the \$300 limit for this semester's possible allocation. Received all receipts from BASIS.
- C. Two outside organizations have approached MLISSA / SIS requesting student representatives:
 - i. The Association of Independent Information Professionals (Fiona will assist)
 - ii. Corporation du Bibliothécaires Professionnelles du Québec (Aude will assist)
Quite possible that they would be willing to support MLISSA financially.
- D. Salvation Army has been in contact regarding a potential monetary donation - MLISSA donated proceeds of last year's winter party 50/50 raffle.
Julia has a suggestion - to include at #14. below.
- E. Ottawa trip: Graham and Amanda have been preparing and researching possibilities, contacting libraries there, and considering different transport and accommodation options.

3. VP External report:

- A. A recent PGSS meeting was held @ Mac Campus
- B. Student involvement on library boards, segue into C....
- C. Eric and Lisa are serving on a committee to create a PGSS Library Fund. This would involve a slight increase in student fees, which would be matched by an equal donation from GSO. The money would create a library fund that PGSS can use to improve library services. Many MLISSA members have suggested that money could go to provide graduate student employment at the library. Eric and Lisa are soliciting opinions from SIS students and faculty on the wisdom of this creating this fund and its potential uses.

4. VP Internal report:

- A. Recent departmental meeting developments:
 - i. The new computer lab space committee was discussed, and an e-mail was sent.
 - ii. Joan put together a binder of examples to help guide PhD students
 - iii. Continuing work preparing for accreditation process - September 2009 - visit with director and "judges"
Meghan mentioned the chairperson of the evaluation committee is from the University of Texas; Aude identified him as Andrew Dylan. The committee will include three professors / academics and a CLA representative.

5. Treasurer report - *please see 2B above.*

6. CRO report:

The MLISSA General Meeting last month went very well; motions were passed without any difficulty and it was brief!

7. Professional Association Liaison report:

Meghan: The career fair is tentatively set for the first Thursday in March (to be confirmed);
Janelle has been in contact regarding reserving the two rooms in the department (i.e.

MS-24 & MS-42), and has been liaising with the student organizations at SIS / with potential employers.

Janelle: The career fair will (indeed) occur the first Thursday of March, the 5th. As with last year, there will be CV and job talk workshops prior to the career fair, possibly before the study break. Asked for suggestions of duration / times for career fair. Exec discussed, decided upon 1:00-5:00p.m., one hour longer than last year.

8. Ph.D. Rep report:

Two PhD students have been preparing the EBSI Symposium for this upcoming March, for students at McGill and Université de Montréal. Although it has been limited to PhD students in past years, this year Master's and certificate students are also welcome to attend.

9. PGSS Rep report:

A. Couldn't attend last meeting; unfortunately cannot attend the upcoming December meeting either. Will need a stand-in for the December meeting. (Requires a short letter of appointment from Meghan stating the acceptability of the substitute.

B. Mentioned library committees / boards, and funding as presented by Eric.

10. EGSS Rep report:

A. Did not attend last meeting - was not informed that it would occur (!) However, EGSS president sent her a copy of the minutes. One item of possible interest to SIS is the upcoming EGSS conference towards the end of the academic year - theme still to be determined - as this is a good opportunity to present work done, network and add a line on CVs.

B. Next EGSS meeting is November 26th.

11. Curriculum Committee Rep report:

[Jennie accidentally skipped this line, Jessica made her report after item #14 below.]

A. Course mapping process

B. Committee has chosen to nix the instructor signature permission requirement for GLIS 634 (web design)

C. Exit surveys from previous graduates of the SIS programme have been received.

12. Internet Communications report:

A. Updated changes to the Constitution as approved at October's general assembly.

B. Made updates to BASIS page

C. Will put up applications for the job fair

D. Will be preparing and sending out survey regarding student interest in purchasing SIS merchandise - sweatshirts etc. as a fundraiser.

13. Publications report:

A. Submissions for the *Marginal* are coming in, though rather more slowly than anticipated.

B. Needs people to put content up on web.

Rosanne notes that the *Marginal's* site uses Dreamweaver software; the license has expired. What to do? Suggests contacting Edward to determine how to modify content.

C. Has had offers of editing assistance.

14. Social affairs report:

A. The end-of-term party will be held December 5th (Friday) ~7pm.

B. Asked for suggestions of charities for 50/50 raffle; recommended that we choose one that is related to LIS.

Meghan explained that this is the case for the spring raffle benefit, when last year proceeds went to "Room to Read". In the past, MLISSA has chosen to donate to the Salvation Army in the winter due to their festive tie with the holiday season.

C. Suggested that students could donate a couple of dollars towards gifts for department secretaries.

D. Asked for suggestions re. menu planning. Decision: Julia's choice! [After the meeting, Meghan provided brief guidance.]

Jennie interrupts to mention that it is now 1:00 and some folks have class. General chair-rustling ensues.

15. Other business: None proposed.

16. Adjournment: 1:04pm.