

MINUTES

ASIS&T McGill Student Chapter Meeting

November 20th, 2014

12:00 – 2:00 pm

Location: SIS 310. Meeting called by Julie Mayrand

Number of Members present: 6

Julie Mayrand (JM)

Jesse David Dinneen (JDD)

Robert Douglas Ferguson (RDF)

Sean Astle (SA)

Christy Lau (?)

Allan Reed (AR)

1. Approval of Agenda of meeting of November 20th, 2014

Agenda approved unanimously.

2. Approval of Minutes of meeting of October 30, 2014

Approved by JDD and JM.

3. Updates from Executives

a. Bylaws

Bylaws sent by email, to member based on assist list, another email will be sent next week, no replies received yet, appears to be going as planned

b. Symposium

We need to start organizing if we plan to do this event.

-ulie will create list of tasks and people can sign up for responsibility.

End of March or April as potential timeline for event.

Poster idea will be the theme, simple, more people could participate.

c. Communications

RSS feed looked into and set up with "IFT"

Officer would like to link with Facebook account so that official SIS posts are on the Facebook, we could ask Alicia about it,

Account for rss feed should e in the assist email for easy hand off

-idea for posts, reading lists, news and publications related to asist, mcgill related news, sis news, news pertaining to alumni, faculty members, news for info science in general, research info and conferences and symposiums,

Clarification is asked about what the IFT services is

Email was sent out to exec of other student groups at SIS, we need a backup web editor for our group in case officer cannot fulfill his duties, and needs to take training sessions for drupel, we need to use sis shared calendar for meetings and other announcements, funding forms for student associations need to be filled out (MISSA)
Christy volunteered to take the training.

d. Recruitment (research stream students)

List of research stream students is not finalized yet.

Proposal needs to be drafted and revised before students are finalized into the list.

Kathryn will send emails or give a list of students.

We can reach these students via required courses for targeting them.

We need something tangible to present to them like an invitation to an event,

Needed by early next semester.

We need to get in touch with ilija who will be giving the course.

If ASIST chapter hosts the symposium, we can provide a free meal to member attendees.

Promotion of an departmental research community is the point of an event.

Lab meeting style event? Maybe integrate it as a way to help people get submissions ready

Talked to people interested in doing events with EBSI, they might be interested in contributing but the interest is more about networking with EBSI rather than ASIST

Maybe we can do a tour or some sort of visit of a place in Montreal related to ASIST?

It is advantageous for masters students to know what resources or courses are available at EBSI.

e. All associations meeting

\$214 dollars for an event available from MISSA, vague description of event needed

-sis also have money for events.

Forms are on wiki.

Assuming we can get 100\$ for an event, we have 300\$ budget plus 100\$ in bank without even asking ASIST for money.

We missed deadline for asking from ASIST.

The treasurers from other associations are with RBC because the fees are less than ours.

There was no concrete answer to pay for fees but either they fundraise or pay out of pocket for fees.

No other associations exist without a bank account.

Cash box might be donated to us from Jim?

Email will be sent to ASIST to confirm whether they will sent money to an executive in lieu of a bank account and Jonathan and Jesse will close the ASIST bank account.

Motion by Jesse, seconded by Robert, passed unanimously

Wiki was updated by Jesse on behalf of organization.

4. Upcoming Activities

a. PhD lunch

Pizza party 26th of November post Beheshti's class 12pm?

5. Other Business

a. January Social Research Potluck?

Idea is PHD, faculty, and research stream MA students.

6. Proposed Next Meeting: Friday January 16th, 12:30–2:30 (no classes)

Date changed to Jan 23, 12:30-2:30pm.