

MLISSA Exec Meeting Minutes

8 Sept. 2008

MS-24

Officers in attendance: Meghan Hansen, Eric Erickson, Lisa Shen, Jennie Ferris, Jessica Lange, Ute Wilkinson, Yusuke Ishimura.

1. Call to order

12:10 p.m. Meghan calls the meeting to order. No objections are voiced to the agenda.

2. President report (*Meghan*)

A. Working group & ad-hoc committees on reaccreditation of MLIS programme

(graduate diploma / certificate / PhD programmes not under scrutiny)

- i. Meetings have been held the past two Thursdays
 - ii. The six subcommittees are chaired by professors; five are looking for students to participate. The committees will compile data, make representative tables, and focus upon the following areas:
 - a. Mission goals & objectives (Professor Park)
 - b. Curriculum (Professor Bartlett)
 - c. Faculty (Professor Large)
 - d. Students (Professor Guastavino)
 - e. Physical resources & facilities (Professor Bouthillier)
 - f. _____ ? _____ (Professor Bouthillier)
 - iii. The announcement of a new dean will be made later this week. Professor Beheshti will be the associate dean of education this year.
 - iv. Meghan will e-mail the listserv to recruit students for the subcommittees. Professors may also recruit independently (as professor Bartlett has done).
- B. Orientation - it went well!
- i. MLISSA owes \$265 to the department. This went towards 17 pizzas (\$195 including tip), pizzas from the less well-liked pizza delivery person (~ \$42), 15 bottles of pop and four bags of chips. There is one pepperoni pizza in the freezer that is up for grabs, and three bottles of pop remaining. Of the \$265 lent, \$28.14 remains.
 - ii. For the future, a recommendation to order fewer pepperoni pizzas and more veggie pizzas.
 - iii. The student organizations' and professional associations' presentations were informal, quite brief, and seemed to go well.
- C. Listserv & websites
- i. The listserv has been updated; only current students are now subscribed.
 - ii. Professional associate Edward Bilodeau has been incredibly helpful.
 - iii. Edward hoped to move SIS student groups to their own websites to allow for managing clearance.
 - iv. Rosanne Lester will be taking the necessary course to allow her to obtain that clearance on 15 Sept 08; she will be running for the position of Internet Communication Officer, and currently assists a number of SIS organizations in that function (including MLISSA throughout this summer and early fall).
- D. Student clubs / organizations / associations day: 10 September, 2008

- i. A reminder will be made to first-year students in Professor Bouthillier's Wednesday morning course.
- E. Elections upcoming - CRO will speak further to this.
- F. Booksale
 - i. Date to be confirmed; tentatively Wednesday / Thursday 10-11 September, pending MS-24 availability.
 - ii. Suggestion made that MLISSA play a less active role in running the booksale, limiting involvement to providing a venue and time for potential buyers and sellers to meet.
- G. Misc. other
 - i. Tanis has resigned from her position as Professional Association Liaison, but may be willing to assist the Liaison-to-be in a limited advisory capacity.
 - ii. Clarification of officers' duties would be helpful.

3. VP External Report (Eric)

- A. Summer activities
 - i. Eric served as the student representative at hiring committee meetings for new faculty; duties included examining C.V.s and attending candidates' presentations.
 - a. H el ene M enard will be Professor Leide's replacement in courses GLIS 607/608, arriving in October / November 2008.
- B. (with input from Lisa) PGSS
 - i. There is money available for student clubs and organizations; MLISSA should submit applications for funding for eligible events, which may receive \$600... this amount may be increasing.
 - ii. There are a number of PGSS committee positions available, including those of the university libraries. Students in the SIS should be encouraged to participate and made aware of these opportunities. There will be further listserv distribution regarding this option and vacancies.

4. Treasurer Report (Ute)

- A. Signing authority has been granted, following extensive communications efforts with previous treasurer.
- B. MLISSA paid bills related to the Room to Read initiative and end-of-year party as of 8 September, 2008.
- C. Account balance is \$250.
- D. There will be a healthier budget this year due to the automatic collection of student fees by PGSS on behalf of MLISSA. Recommended considering the status and likely needs of the student lounge-to-be in the new space (i.e. furniture, appliances, etc.)
- E. Eric draws international parallels.
- F. Brief mention of cancelled January enrollment; the absence of an abbreviated January orientation as in years past will mean one less expense for MLISSA.

5. CRO Report (Jennie)

- A. Elections will be held 17-18 September in the Student Lounge.
- B. Positions available:

- Social Affairs Committee Chairperson (Meghan mentioned Julia, a first-year, would be a promising candidate)
 - Professional Association Liaison
 - Internet Communications Officer
 - Curriculum Rep (I)
 - VP Internal
 - Secretary
 - PGSS Rep (I)
 - EGSS Rep (I)
 - EGSS Rep (II)
- C. Brief discussion was held regarding election table coverage; this will continue via e-mail.
- D. Nomination forms will be available as of Tuesday, 9 September; nominations will close 15 September.
- E. MLISSA has a copy code in the office; the office also offers coloured paper.
- F. Meghan mentioned a Departmental Meeting Friday (2:00p.m., time to be confirmed) which will require a stand-in MLISSA member until elections are held next week; Jennie will attend.

6. Curriculum Committee Rep Report (*Jessica*)

- A. The last course mapping meeting was in May; not many recent occurrences to report.

7. PGSS Rep Report (*Lisa*)

- A. See prior discussion under (3)
- B. PGSS is offering a number of regular events for socialising, including movie nights with free popcorn. E-mails have been sent out.
- C. Wii rental is available; it must remain in Thomson House.

8. PhD Rep Report (*Yusuke*)

- A. Five students gave their defense over the summer
- B. There will be a PhD student meeting later this month - either 22, 23, or 25 September.
- C. PhDs anticipate having office space in the new SIS space after the move, and hope not to be lost in the shuffle. This will be brought up at the departmental meeting.

9. Other business

- A. The Google calendar is set up and being consulted frequently and effectively by student groups, in efforts to avoid double-booking. School events must be scheduled in by aware students, as the SIS does not enter their own events on the Google calendar. Username: mliissa.mcgill; Password: mliissa. [We're pretty tricky!]
- B. Technology workshops - Meghan will speak with liaison librarian Cornelia.
- C. Student / parent library needs a letter from MLISSA on letterhead providing authorization to open a bank account.
- D. 15-minute warning until next course commences.
- E. Tentative meeting shortly after elections to welcome new officers on board, set for 24 September at 12:15.
- F. Election results should be finalized by Friday, 19 September.

10. Adjournment - 1:17p.m.

A. Meghan motions to adjourn at 1:17

B. Jennie seconds.