

University of Toronto
Faculty of Information
Master of Information Student Council
September 15th, 2011
Student Lounge, 7th Floor, Claude Bissell Building
5:00 pm–6:30 pm

Agenda

Present: Victoria Baranow, Sara Allain, Michelle Lovegrove Thomson, Heather Buchansky, Melissa Bell, Valerie Stevens, Lindsay Gibb, Amy Weir, Koren Siddles, Meagan Gilpin, Shawna Delgaty, Martin Dreissen, Stephanie Quail

Recorder: Shawna Delgaty

1. Approval of Agenda – Carried at 5.08 pm
2. Reading and Approval of the Minutes July 26th – approved.
3. Business Arising from the Minutes – none
4. Executive Committee reports:
 - a. President (Victoria)
 - i. Tech Fund By-Law Amendments (passed by MISC and MSGSA)
 1. Corrections to listing of Tech Fund positions on website – listed as chairs on the website, but are technically reps. Martin has updated.
 - ii. Job Descriptions – vacant position examples are up to model form; we are still waiting for: Secretary, Webmaster, Social.
 - iii. FI Advancement Priorities proposal (fundraising goals, etc) being submitted by the Dean to the Provost office. Victoria went to feedback meeting (open to anybody). Some key things talked about were:
Anticipated approval except for the re-building of our physical space;
Funding and financial aid priorities for students (current standards for awards and bursaries do not include many students who are ineligible for OSAP); graduate student conference travel grant; co-op program and how they decide which students to fund; fundraising priorities and how to encourage alumni to give.
 - iv. Slogan ideas: Three submissions: Moving in formation; Knowledge is power: I can plug you in; Get involved; get informed. VOTE: Moving in formation.
 - v. Workshops: Possible metadata workshop, HTML & CSS, & workshops for people who can't take the courses when they are offered. Possibly liaise with other faculties to attend some of the other faculty workshops on database searching.
 - b. Treasurer (Sara)
 - i. Overall report and budgets:
 - As of 18/8/2011, MISC bank acct is \$19,983.87. There will be two large deposits in the fall from student fees and GSU. Approximate \$ value of these deposits: \$9,350 (ft student fees) and \$1487.50 (pt student fees); \$6095.01 for GSU to be paid in two installments (60% in October, 40% in March). Our net balance will therefore be approximately

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\$36,916.38. Amounts subject to change based on student enrollment.

- All committees are currently operating under budget.
 - i. Executive Committee:
Proposed budget: \$5672.85
Spent: \$421.71
 - Merchandise Committee:
Proposed budget: \$5,500
Spent: Stock has been ordered from Wright>Ware. We are still waiting for an invoice
 - Social Committee:
Proposed budget: \$6,390.43
Spent: \$3,425.71
 - Professional Development:
Proposed: \$1,825.00
Spent: \$0
- Total expenditures so far: \$3,847.42

c. Secretary (Shawna)

i. Elections

1. Hosting of Booth:

People have signed up to man the booth as follows:

Wednesday, September 28th:

11:30-1.05: Victoria and Melissa

1.05-3.30: Heather

3.30-4.30: Michelle

4.30-5.30: Val

5.30-6.30: Shawna

Thursday, September 29th:

11.30-12.30: Martin

12.30-3.30: Shawna

3.30-4.30: Heather and Koren

4.30-5.30: Koren

5.30-6.30: Amy

- 2. All Candidates Forum or post nominations/blurbs on MISC website after nominations are closed? – Will not hold ACF this fall but will post MISC nominations

5. Reports by Committees:

a. Social Committee (Koren and Lindsay):

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- i. Orientation BBQ Review: 133 students RSVP'd "yes"; 90 showed up; raffle went over well. No money yet from MSGSA.
 - ii. End of Term/Holiday Pub Night Date: 15th of December – classes end on the 9th and term ends on 21st;
 - b. Professional Development (Heather)
 - i. Clubs and Associations next Thursday – MISC Table
 - c. Academic Affairs (Melissa) – We have a few reports from last year online. Currently collecting forms for new reps and will send out an e-mail to reps next week.
 - d. Merchandise Committee (vacant – Victoria and Amy)
 - i. Still waiting for invoices so that we can determine cost per item and set prices
 - ii. Photographs of each item should be up on the website soon
- 6. Reports by Representatives
 - a. Student Tech Fund (Stephanie and Michelle)
 - i. Received reports from Susan Brown: Currently going through financial reports. Michelle and Stephanie will get a survey together and circulate.
 - ii. Purchasing advanced MS Office training for approx. \$2000. Get certification in specific MS modules, including more advanced stuff for IS&D students.
 - iii. Photo contest will be approx. \$70 per photograph, total \$500-\$600.
 - iv. RM 307 is Video Conference Lab, RM 328 is "Digital Studio" or media lab set up by previous MISC (booked through Inforum) – visibility?
 - v. May make a recommendation to charge less for Tech Fund fees as currently we have \$140k and are spending approx. \$20k per year.
 - vi. Possible ideas for tech fund budget: Create student endowment? Award student committees small amount of money for tech-related costs?
 - b. Alumni Association (Valerie) – Alumni Association meetings are going to be the week following MISC meetings. AA has a new council as of June. MIs are already a part of alumni association after we graduate.
 - c. GSU (vacant - Victoria)
 - i. First meeting of the year is next Monday evening – Victoria and Sara will attend.
 - d. Information Technology and Inforum (vacant)
 - i. Requests for workshops on web design – specifically HTML and CSS
 - e. Programs Committee (vacant)
 - f. Committee on Standing (Amy) – Amy attended committee meeting but nothing notable to report.
- 7. Adjourn – carried @ 6.18 pm.