



**Master of Information Student Council**  
University of Toronto, Faculty of Information  
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Claude Bissell Building, 7th Floor, Student Lounge  
June 6th, 2014 at 4:00-6:00pm

# MISC Meeting

## Minutes

**Present:** Hannah Loshak (left at 7:00), Leah Strudwick, Lucy Szczesniak, Akash Venkat, Matthew Gertler, Kyra Folk-Farber, Mari Vihuri, Hilary Barlow, Mehreen Athar, Jessie Wionzek

**Official Regrets:** Hannah Saunders, Junoh Kim, Catherine Lamoureux, Amanda Chernawski, Carolyn Dineen

**Absent:** Humaira Riaz, Marianne Williams, Laura Chuang, Karolina Grzeszczuk, George Raine

**Recorder:** Jessie Wionzek

### 1. Approval of Agenda

### 2. Reading and Approval of the Minutes

- i) Motion to approve outstanding minutes from March and April meetings
  - a) March 13, 2014
    - i) Moved by Jessie; seconded by Kyra; passed unanimously
  - b) April 10, 2014
    - i) Moved by Mari; seconded by Hannah; passed unanimously
- ii) Motion to approve minutes from last month's meeting
  - a) May 8, 2014
    - i) Moved by Kyra; seconded by Lucy; passed unanimously

### 3. Business Arising from the Minutes

### 4. Reports by Executives:

- a. President (Hilary)

- i) **Motion to accept MUSSA's election of Marianne Williams as MISC-MUSSA liaison**
  - a) **Moved by Hilary; seconded by Jessie; passed unanimously**
- ii) Start thinking about the budget for the coming year. Does your portfolio need a different amount this year for any reason? Look to your exit reports and talk to Hilary and Lucy about it because we are going to be hammering that out in the coming month or so.
- iii) We have a listserv now! If you email [misc@ischool.utoronto.ca](mailto:misc@ischool.utoronto.ca) the message will be sent to everyone in MISC. There are a few of you who use your gmail more than your U of T mail, so the listserv is attached to your gmail account. [Please note this listserv is for internal MISC use only. Other students, faculty, staff, and members of the public should e-mail [misc.ischool@utoronto.ca](mailto:misc.ischool@utoronto.ca) if they wish to reach MISC.]
- iv) Student Experience Survey data? Update from survey ad hoc committee re: 2012-2013 (Mari) & 2013-2014 (Hannah) survey data
  - a) **Hannah noted that we'll need a person with a credit card to take on the survey position because we pay for a month of service with the survey software (SurveyMonkey?)**
  - b) **Mari noted that it would be preferable to have more than one person working on the survey in the future due to the amount of work needed**
- v) Proposed amendment to constitution to establish a standing committee to handle the administration and analysis of survey data
  - a) **Mari noted that this amendment will also be useful in the long-term for other potential committees & similar bodies (eg. part-time issues) - similar to a portfolio position**
- vi) Start brainstorming about Orientation! We talked about some favorite ideas last time (iSchool starter kit). This is something to keep thinking about in the coming months.
  - a) **Jessie suggested a potential hashtag effort for the iSchool intro day/week**
    - i) **#MISCBBQ**
    - ii) **iBBQ**
  - b) **Nametags!**
  - c) **More vegetarian food**
  - d) **How to get the word out more effectively? Email Christine & other strategic faculty members**
- vii) Discussion item: There has been talk on and off over the years about a part-time representative to address the issues particular to those students. Jessica Gallinger proposed the idea of adding a part-time-focused portfolio to an existing position. Mari proposed a floating ad-hoc focus on part-time issues that could be taken on by any councillor. Thoughts?

- a) Mari explained that the creation of a new position would be unhelpful because all of our faculty council reps currently represent us somewhere else - which goes against the existing model
- b) Hannah noted that the portfolio model needs to be tabled until there's a constitutional amendment in order to make the portfolio's attached responsibilities (eg. how much authority do they have? can they send emails to the Dean on behalf of MISC? Should they simply keep track of various issues & communicate them to MISC? etcetera) to make the position effective
- c) Hannah also noted that the amount of part-time students in the faculty should dictate the scope of the position/portfolio
- d) Hannah discussed that a big issue this year was with Programs Committee, where there was miscommunication re: who was at which meetings - so perhaps we could develop several portfolios (part-time, mental health, etcetera - things with specific by-laws that take some time to understand) and assign them to faculty council representatives in order to keep said faculty council representatives on the same page as MISC & to ensure that we have people who can liaise smoothly & efficiently
- e) Hilary agreed to assist Mari in working on the constitution changes
- f) Hilary suggested getting opinions on the part-time portfolio from the PT students; Mari & Hannah suggested doing that after we've solidified the portfolio's details

b. Vice President (Vacant) - NO REPORT

c. Secretary (Jessie) - NO REPORT

d. Treasurer (Lucy) - NO REPORT

e. Webmaster (Mari)

i) Shared Google Drive (MISConnect)

- a) Mari has given everyone access to the new shared Google Drive and started uploading files and folders from previous years
- b) Mari has also begun to put together an intranet for MISC for this year & she'll keep us updated

## 5. Reports by Representatives:

a. Alumni Association (Catherine) - Written report, see appendix

b. MISC-MUSSA Liaison (Marianne) – NO REPORT

- c. Admissions Committee (Amanda) - NO REPORT
- d. Faculty Council (Karolina, Matthew, Amanda, Lucy et al.)
  - i) There will be another summer meeting after all, on June 6.
  - ii) **Hannah asked about the results of the self-study report & Hilary said that the Dean said they'll be available in the fall**
- e. Graduate Students' Union (Mehreen) - NO REPORT
  - i) **Mehreen noted that there will be a meeting on June 18th**
- f. Student Tech Fund (Akash, Junoh) - NO REPORT
  - i) Update on transition (Mari)
    - a) **Mari & Akash will discuss this & report back**
  - ii) FYI re: student lounge furniture
    - a) **Akash reported that they've sold the 10 chairs but not the tables**
- g. Information Services (Mari, Leah)
  - i) Report on May 8, 2014 meeting
  - ii) Inforum collection development policy
    - 1) **No feedback thus far; nothing critical at the moment but it will be discussed further at the meeting tomorrow (see below)**
  - iii) Next meeting is June 5, 2014 (tomorrow)
- h. Life and Times Committee (Vacant) - NO REPORT
- i. Programs Committee (Carolyn) - NO REPORT
- j. Committee on Standing (Vacant) - NO REPORT

## 6. Reports by Committees:

- a. Academic Affairs (Ria)
  - i) Summer class reps?
    - a. **Mari will take care of the practicum**
    - b. **Lucy can take care of History of Books and Printing**
    - c. **Mehreen will do KMD1001 & KMD2002**
    - d. **Catherine may be able to do Bibliographic Records - Mari received a Facebook message from Catherine saying she can do this**
- b. Professional Development (Jessie) - NO REPORT
  - i) Idea: maybe make a promo video for calls for class reps, etc.

c. Social (Leah & Hannah) - NO REPORT

i) Leah discussed getting alcohol/permits, but Mari & Hannah noted that Dean Ross has not been keen on allowing alcohol at events in the past

ii) Leah asked about what in particular Social is responsible for re: orientation BBQ & related activities; Mari & Hannah noted that the catering takes the longest

iii) Hilary noted that we also need to think about international students (eg. for the orientation swag bags)

d. Merchandise (Mehreen)

i) Upcoming event: June 12 convocation reception

a. Mehreen asked if anyone wanted to assist with the merch table at convocation & asked for suggestions re: what to bring

## 7. New business

Budget deadline: July meeting

## 8. Adjourn

Motioned by: Leah

Second: Matt

Passed unanimously

# Appendix

## Written reports

### Alumni Association (Catherine)

- i) FIAA Annual General Meeting is June 18<sup>th</sup>, 6:30-8pm. The main topic being covered is the by-law changes intended to clarify who counts toward quorum.
- ii) The Bertha Bassam lecture is an annual event put on by FIAA, they're currently working on selecting a speaker (a list has been sent to the Dean for review).
- iii) The recipients of the Outstanding Alumni Award (Gwen Harris), Outstanding Student Contribution Award (Lauren Williams) and Student Conference Grants (Alexandra Kordoski, Richard Laurin and Kyra Folk-Farber) have been informed about their awards.