

**FISSC MEETING**  
**Tuesday February 27, 2007**  
**Room 728, Claude Bissell Building**  
**4-6pm**

**MINUTES**

**Present:** A quorum of Officers and Members were present.

**1) Call to Order**

Geoffrey called the meeting to order at 4:12 pm.

**2) Review, Corrections & Acceptance of last meeting's Minutes**

None; Minutes accepted

**3) Business arising from the Minutes**

None.

**4) Reports by Executive Members**

a) President:

Annetta introduced Nalini from the Inforum. Nalini asked for feedback/advice on an Inforum student survey. The Inforum will be changing over the next several years and the staff want to know what kind of facility students want/need. Council members gave Nalini helpful suggestions and feedback.

FISSC Executive passed a motion to financially support an upcoming YP@FIS initiative in the amount of \$250. Organizers are bringing in a special storytelling workshop with approximately 20 spots open to all FIS students.

Judy is looking for student testimonials for a website welcome pack for new students. If you would like your \$0.02 worth published, please contact her.

b) Vice-President:

Michelle discussed her investigations into business cards for FISSC members. A FISSC member had suggested that cards be purchased for members to distribute in the course of their official FISSC activities. After a long discussion, it was decided that business cards were not practical given their cost, potential non-use, ordering hassles, timeline, etc. The conversation was open and frank and many members contributed to the discussion.

Michelle also discussed the work that the Health Informatics Faculty Search Committee has been undertaking to this point.

c) Secretary:

Geoffrey highlighted the upcoming Ex-Libris/Dean's Tea. UPDATE: the Tea was very popular and very well attended. He also mentioned the work that the Open Area Faculty Search Committee had been undertaking to that point.

d) Treasurer:

No report.

e) Member at Large:  
No report.

5) **Reports by Committees**

a) Academic Affairs Committee: no report

b) PD Committee: Job Fair on March 16<sup>th</sup>. Volunteers are needed to help out.

c) Alumni Association: Hyun-duk and Minakshi discussed Alumni events/opportunities including a TBC conference grant; encouraging recent grad participant on FISAA, the Alternative Careers Panel, the Jubilee Award and job shadowing.

d) Publicity: Roxanna discussed her efforts to order FIS t-shirts and mugs for sale to students, faculty and staff. Joe Cox is especially keen to get mugs. Roxanna will be handling the orders and the designs for items. Please contact her with suggestions or for more information.

e) IT Committee: no report.

- Student Tech Fund: Udo discussed the upcoming Student Tech Fund referendum. He is working with Susan Brown, Ab Gehani and others to coordinate this. There will also be a Tech Fund referendum Dean's Tea soon. Information on the referendum has been distributed to students' lockers.

f) Social Committee: Mike and Autumn discussed the many interesting social events going on at FIS: dodgeball league continues; Mike mentioned he'd like to hold a professional development pub night, more details to follow.

g) Web Committee/Master: Christina is still doing amazing work on the website. She is interested in getting more material for the website and is also wondering about putting up videos. She would need help with this. Also, she was wondering about possible FISSC/admin support for a gaming station of some kind to be used at FIS for study and recreation. Christina will likely be putting together an informal proposal, along with budgeting information and was advised to submit it to either the IT Committee and/or the Tech Fund Committee first.

h) Life & Times: prom and research day. Judy Dunn has jumped on the Prom bandwagon and has promised administration will contribute monies and support to make it happen. Kathleen has made arrangements with her, but is unable to take this task on. Anyone interested in becoming the Prom liaison/organizer should step up to the plate soon. Also, Research Day is coming and there are many interesting speakers lined up. Volunteers are still needed for Research Day. Please contact Mike T. if you want to help out.

5) **Old Business**

a) FISSC Constitution and Name Change: Annetta would like all FISSC members to write up a timeline/operational duties to their specific positions. This information is due before the end of March and will be used by next year's Council in a Training Manual. It is important to make sure new FISSC members know what events are upcoming and when.

b) **Student Satisfaction Survey:** Jess discussed the status of the Student Satisfaction Survey. At present, the survey results are not available on the website due to privacy concerns as raised by faculty. There were also few issues with getting last year's results coded and completed. Given the time of year, the Student Satisfaction Survey will become an issue for next year's Council.

**6) New Business**

a) **FIS2158: Management of Corporate and Other Special Information Centres** has asked FISSC to support their Connecting@ FIS event. This is an annual event which FISSC has sponsored in the past that brings together students projects, supervisors, etc. and is a great networking opportunity for all students. They are budgeting approximately \$900; however:

- FIS Alumni Association will hopefully be donating \$100-\$200
- Vicki said that she would donate \$200 of her own money
- Admin donated about \$200 last year and hopefully will do so again this year
- That leaves an estimated \$350 for FISSC to support
- As a comparison, last year council supported approximately \$370

Action: FISSC agreed to donate \$350 for this event.

**7) Other**

Becky spoke about the Toronto Student Chapter of the American Society of Archivists' upcoming lunch time event with Terry Cook, one of North America's foremost archivists. 30-40 students will be able to participate. Adam Birrell or Becky can supply more information. The Student Chapter asked for, and received, a grant of \$75 from the Professional Development Committee.

**8) Adjournment**

Geoffrey adjourned the meeting at 6:10pm.