

Meeting #4

OISE Library Student Advisory Committee

Agenda and Minutes

Date: Tuesday, April 19, 2022

Time: 3:30-5:00 pm

Location: online, in Zoom

Present: Monique Flaccavento (Library Director, Ex-Officio), Yilun Jiang (Co-chair), Erika Colby, Mac Mauro, Ruqayyah Alibhai, Christina Daudlin, Rutwa Engineer, Emily Dobrich (minutes), Brian Henriques, Bebhinn Jennings, Sasha Dhesi

Regrets: Emily Hector. Missy Chareka

Time	Agenda Item	Speaker(s)	Notes	Minutes
2 min	Brief welcome	All	Members of the committee will be invited to display their names and pronouns in the zoom meeting.	<ul style="list-style-type: none">Meeting started at 3:35pm
2 min	Approval of the agenda	All	Are there any additional items for the agenda? Any concerns about the items listed?	<ul style="list-style-type: none">Agenda approved
3 min	Approval of previous meeting minutes	All	Review the minutes from our last meeting. Are there any additions or changes to be made? Thanks to our Secretary for taking the minutes!	<ul style="list-style-type: none">Minutes approvedYilun to follow-up with those who were not present to confirm if they were present or absent at Meeting #3 which will need to be confirmed in the minutes of that meeting.

				<ul style="list-style-type: none"> Once attendance has been finalized, Monique will post minutes to the OISE Library website
5 min	Update about library summer hours	Monique	Monique has entered notes for this item in the minutes' section	<p>May 1 - Sept. 5, 2022</p> <p>Library will be open 8 additional hours / week:</p> <ul style="list-style-type: none"> Mondays, Wednesdays, Fridays, and Saturdays: 10am - 5pm Tuesdays, Thursdays: 10am - 7pm No plans to scale back these hours unless public health measures. In fact, there is the possibility of extending hours in the summer depending on demand.
10 min	Update from OLSAC book club	Emily D.	Upcoming book club meeting and answer any questions that arise	<ul style="list-style-type: none"> Next meeting was scheduled for Wednesday, April 20th The meeting has been postponed to May 11. Podcast episode (only 50 mins. long): https://onbeing.org/programs/katherine-may-how-wintering-replenishes/ Emily D. to send out information on the Book Club to the OLSAC to share with their networks. Question re: Creating a listserv to subscribe

				<p>for the book club? OISE Library does not administer a listserv but can share with others to post on their listservs.</p> <ul style="list-style-type: none"> • OISE Library will also share via the Library's social media networks • Suggestion: When in-person classes resume we will be able to set up posters
10 min	Updates re: climate action activities taken in the Library	Monique	Monique has entered notes for this item in the minutes' section	<ul style="list-style-type: none"> • Suggestions from the previous meeting were shared with Jenaya Webb, who is taking the lead on environmental / sustainability initiatives in the Library • Jenaya met with the Sustainability Office to discuss suggestions • She is looking into replacing stand-alone garbage bins with multi-purpose bins similar to the ones throughout the OISE building. We have submitted a funding request for 4. Bins are ~\$700 each! • Reminders to staff re: turning lights off when not in use. Many of the lights are controlled centrally, by the building

				<ul style="list-style-type: none"> • Seed Library has reopened (ground floor, OISE Library) • Monique shared that all lights in the Library were replaced with low wattage fluorescents before the pandemic. • A timer installed at Children's literature section to ensure that this light is turned off at the end of the day • Jenaya will be researching sustainability at other libraries. Also hiring a student to do a broader environmental scan.
10 min	Workshop series for OISE PhD students	Monique (on behalf of Emily H. Cherie)	Update re: planning a new workshop series for OISE PhD students	<ul style="list-style-type: none"> • The series is well-underway! • 3/5 workshops are done; 2 left in late April and early May • Great attendance and engagement - it is rare for open registration to have such a great turn-out! • We hope to run this series again in another semester • If there are other series of workshops you would like to suggest, please send suggestions to Monique or Emily H. The librarian can work to help students

				<p>develop ideas and topics for workshops.</p> <ul style="list-style-type: none"> • Yilun asked if there could be M.Ed. student workshops? Introducing some useful and practical techniques for essay writing, presentations – students who are just taking courses. • Monique shared that the OISE Library works with Academic Success, who does more of such presentations. OISE library provides workshops on literature searching, citation management, and considerations for getting published. The OSSC and Academic Success provide workshops on writing. • Monique and Yilun will meet to discuss. Anyone else who is interested to support is invited to join.
10 min	Academic year wrap-up	Yilun; All	This will be a time to look back on the four meetings we did in the 2021-22 academic year	<ul style="list-style-type: none"> • There have been four meetings: October, November, February and April • Main topics covered: Climate action, Book Club, PhD workshop series
10 min	Annual report	Yilun, Monique, All	Discuss how to write the 2022 OSLAC annual report	<ul style="list-style-type: none"> • Options for writing the report – it can be done by the co-chairs, the entire leadership

				<p>team, or the whole committee.</p> <ul style="list-style-type: none"> • Purpose: to document this year's accomplishments and inform the incoming committee. • The report is only meant to be a few pages, drawn from personal reflections and meeting minutes. • Bebhinn suggested a brief survey, asked for a timeline • Report must be done by Labour Day. • Yilun to follow-up with OLSAC by sending Google Doc and questions. • Monique is happy to provide support
5 min	Co-Curricular Record	Monique	<p>Thank you for volunteering your time this year to help make the OISE Library more inclusive and accessible!</p> <ul style="list-style-type: none"> • CCR 	<ul style="list-style-type: none"> • OLSAC members who attended at least 3 OLSAC meetings this academic year are eligible for credit on the Co-Curricular Record (CCR) • You will first need to submit the opportunity for Monique to "validate" • For instructions, see: https://clnx.utoronto.ca/ccr/qa.htm#How%20can%20I%C2%A0Request%20validation%20approval%20for%20an%20opportunity?

				<ul style="list-style-type: none"> • The activity / opportunity is listed as: OISE Library Student Advisory Committee • Please email Monique if you have any questions or encounter any difficulties • Erika explained her experience: login, search, and submit three competencies. Monique will receive an email and “validate”
5 min	Book for the Collection	Monique (on behalf of Emily H.)		<ul style="list-style-type: none"> • Books from the last two years have finally started to arrive as the backlog of materials at the Robarts Library created by the pandemic has begun to clear • Form will be emailed to all of this year’s members for you to suggest a book for the OISE collection • Should fit within the scope of the OISE Library collections • Form will be emailed to all of this year’s members for you to suggest a book for the OISE collection • Should fit within the scope of the OISE Library collections: https://oise.library.utoronto.ca/collections/o

				<p>verview (i.e.university-level science textbooks would not fit within the scope; K-12 textbooks likely would).</p> <ul style="list-style-type: none"> • Please check the catalog to see if the book is already at the OISE Library. • Ruqayyah asked for some example titles. Monique said that there has been a diversity of titles. I.e. Children's literature, curriculum resources, e-books are also an option (but would not allow for a book plate). It can be outside of course reading lists. Should be a resource that intersects with education. • Those who have questions can ask Emily H who is able to provide the list of titles that were previously purchased.
5 min	Other business	All		<ul style="list-style-type: none"> • Emily D. asked if OLSAC could have role in supporting OISE Library with student's return to in-person learning? Monique asked and would love to know what you would like to know as students?

				<ul style="list-style-type: none"> • Christina said U of T will have a full in-person orientation. There are hopes for in-person orientation but plans depend on the community. • Monique provided final remarks with thanks for OLSAC's time contributions and commitment. • Call for next year's committee will be sent out in September all interested in returning are invited to apply. <p>Meeting adjourned at 4:45pm</p>
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