

Meeting #2
OISE Library Student Advisory Committee
Agenda and Minutes

Date: Wednesday November 24, 2021

Time: 5-6:30pm

Location: online, in Zoom

Present:

- Anchal Sood
- Bebhinn Jennings
- Christina Daudlin
- Emily Dobrich (Co-Secretary)
- Emily Hector (OISE Librarian)
- Huda Salha
- Jiazhen Li
- Mac Mauro
- Missy Chareka (Co-Secretary)
- Monique Flaccavento (OISE Library Director, Ex Officio)
- Rutwa Engineer
- Ruqayyah Alibhai (Co-Chair)
- Tika Thapa
- Yilun Jiang (Co-Chair)
- Sasha Dhesi (Graduate Student Library Assistant/Toronto Academic Library Intern)
- Brian Henriques

Regrets: Erika Colby, Chiara Fernando, Cherie Daniel

Time	Agenda Item	Speaker(s)	Notes	Minutes
5 min	Welcome and brief re-introductions	All	Members of the committee will be asked to re-introduce their names (and pronouns)	Ruqayyah called the meeting to order at 5:04 pm Ruqayyah invited all committee members to briefly (re)introduce themselves
2 min	Approval of the agenda	All	Are there any additional items for the agenda?	No additional items were noted for the agenda. <ul style="list-style-type: none">• Emily H moved to approve the agenda.• Bebhinn seconded the motion.• No abstentions.• The agenda was approved by

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				unanimous vote.
3 min	Approval of previous meeting minutes	All	Review the minutes from our last meeting. Are there any additions or changes to be made?	<p>Monique reminded committee to share information for library website.</p> <p>No additional items were noted for minutes</p> <ul style="list-style-type: none"> • Rutwa moved to approve the minutes. • Missy seconded the motion. • No abstentions. • Minutes were approved by unanimous vote.
2 min	Update re: OLSAC leadership team	Monique		Monique shared that Mira has stepped down has stepped down from the committee.
5 min	Update about library winter hours	Monique	Any questions?	<p>Monique was unable to share an official update on library hours. Reason being more information needed from OISE Dean and Faculty of Arts and Sciences.</p> <p>Monique asked the OLSAC how many members of OLAC will be on site and would be using the library.</p> <p>Mac shared all MT classes will be online for winter semester.</p> <p>Monique to reach out to the acting Dean to see what the status of other classes</p> <p>Monique asked if students who are taking courses online still see themselves coming to use the library.</p> <p>Mac shared that MT students will be doing literature reviews next</p>

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				<p>semester and for that reason they may be more likely to be using the library in the Winter term than in the Fall term.</p> <p>Monique asked for thoughts on the use of the library as a study space.</p> <p>Mac said there will be a need to pick up materials. However, in winter it may be less likely that students will come to campus given difficulties of winter commute.</p> <p>Tika would come to the library to pick up resources but may not come for study spaces.</p> <p>Ruqayyah said students have some interest in coming to campus for study rooms.</p> <p>Mac M mentions that classes only run until February so there may not be demand after that.</p> <p>Monique assured that access to resources will always be accessible. Access to resources is not going to be an issue.</p> <p>Monique says that if there is demand it is possible to scale up. Right now demand is low.</p> <p>Missy C shared all LHAE courses are online. She uses the library, but it is not very busy. Missy suggested adding more hours later during the week. Consider adding longer hours on the weekend, even just the Saturday.</p>
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				<p>Monique said that even on Saturdays it is slow. The library will not be opening on the Sunday.</p> <p>Cristina suggests not expanding time but shifting the timeslot to later to be more accessible.</p> <p>Monique asked committee to reach out to students if they would like later hours and if extended hours on the Saturday. The other option is to study at Robarts.</p> <p>ACTION: Monique to provide an official update in January send out an update once confirmation from the Dean about OISE classes in the building is received.</p> <p>JANUARY UPDATE: Thank you to everyone who shared their needs / preferences for evening hours and longer Sat. hours. The Library will now be open 2 additional evenings per week and 2 additional hours on Saturdays. Winter hours are posted here: https://oise.library.utoronto.ca/hours-and-location. Based on student needs and public health and safety guidelines, these hours may change throughout the winter term.</p>
5 min	Update from OLSAC book club	Chair(s) from book club		<p>Emily D and Emily H provided an update on the first OLSAC book club meeting.</p> <p>Emily D and Erika stepped forward as co-chairs</p>

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				<p>Emily H to resend the Google form to gather feedback, Those who have already submitted can re-submit the form as there was a setting glitch.</p> <p>ACTION: OSLAC to complete form and provide feedback.</p> <p>Google Form for Book Club: https://forms.gle/VLZo4CSeXc5MasNU6</p> <p>Mac wasn't contacted for the book club. Huda was not contacted either.</p> <p>ACTION: Emily H to reach out to them with welcome email.</p> <p>Monique had to step away due to fire alarm at OISE</p>
20 min	OISE's Climate Action Plan and Environmental Sustainability in the Library	All	<p>Information provided by Jenaya Webb (OISE's Public Services and Research Librarian)</p> <p>How can we make the OISE Library more environmentally sustainable?</p> <ul style="list-style-type: none"> - Questions - Ideas 	<p>Jenaya provided overview of the initiatives currently being done on the climate action plan and the</p> <p>Jenaya dropped links in the chat to OISE ESE page and climate action plan: https://www.oise.utoronto.ca/ease/ https://www.oise.utoronto.ca/ease/UserFiles/File/OISE_Sustainability_Climate_Action_Plan_2021.pdf</p> <p>Jenaya said the library has lots of opportunity to contribute on the action items i.e., the types of teaching, collection development, and community outreach such as through blog posts and welcomes feedback and suggestions from</p>

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				<p>committee.</p> <p>Jenaya drew attention to the OISE Climate emergency declaration. https://www.oise.utoronto.ca/ese/Sustainability_Climate_Action/Declaration.html</p> <p>Jenaya invited OLSAC members to look and sign (if interested) and share.</p> <p>Jenaya shared initiatives the OISE library has taken to address climate change:</p> <ul style="list-style-type: none">• Working with U of T Sustainability Office to put up signage around the university with best practice tips.• Started working on things within the library staff to look and see what is being done and what can be done.• U of T Sustainability Office provided the library with best practices. These include: setting double sided printing as the default, OISE building has gone to low water usage, lights on motion sensors, and remove garbage bins and replace with multi-purpose bins (for recycling, compost, and garbage). What has been done so far has been little things in spaces.• Librarians discuss environmental issues in their instructional sessions.
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				<ul style="list-style-type: none"> Jenaya said there is room to improve in all areas, specifically community outreach and research. Jenaya will continue working with sustainability office and be the library member on the Climate Action Committee at OISE. Jenaya also has been doing research into policies and practices in other libraries around the world. <p>Jenaya posted two questions and invited comments in the chat or for students to reach out by email.</p> <ol style="list-style-type: none"> Is there anything you think the library could be doing in terms of spaces, programming, processes, etc. to address sustainability and climate change? What is important to you with respect to environmental initiatives? <p>ACTION: email thoughts to Jenaya: jenaya.webb@utoronto.ca</p> <p>Yilun suggested expanding electronic library resources as a long-term goal.</p> <p>Jenaya said this has been considered and will continue to be looked into.</p>
20 min	Annual report	All	- Questions? - Updates	Monique asked if there were things in the report that need to be taken

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			<p>- Which items should we continue to work on?</p>	<p>on by the OLSAC and if there were things that people would like to see in the new year when things are slower in the new year?</p> <p>Mac is hoping to have more queer and trans voices honoured at OISE – suggest the book club would be a great way to work this in!</p> <p>Yilun suggests starting a conversation group or WhatsApp group to share ideas. Mac M clarifies a digital social group on top of book club. Committee discussed having either for the OLSAC or for the book club group.</p> <p>Ruqayyah mentioned OISE library and Tik Tok social channels where people are doing more things and engaging with students. It may not be as well known to students. Monique shared that Sasha and Desmond do the work on Instagram and Tik Tok.</p> <p>Yilun said group can be open to all OISE students.</p> <p>Jenaya said it could be a place for students to have conversations and talk about library stuff. OLSAC can report back to library staff. It would not be something librarians would be part of.</p> <p>Yilun confirmed his suggestion was for anyone interested in OISE library.</p> <p>Ruqayyah said it is an interesting</p>
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				<p>idea however WhatsApp is an issue because people have to provide phone numbers and must be added manually. Facebook group may be more viable.</p> <p>Cristina D said things might get lost because of how quickly chats move. Suggests marketing better the channels the library currently is currently using.</p> <p>Jenaya asked about a Teams Chat.</p> <p>Sasha agreed a Teams chat would be a good idea.</p> <p>Monique confirmed that setting up a Teams chat for the OLSAC would be easy</p> <p>Anchal S was thinking about having a call for questions/thoughts/more engagement on Instagram?</p> <p>Emily H wondered if Instagram has some kind of community option? Instagram Lives?</p> <p>Ruqayyah said to table for the next meeting and consider promotions, competitions, and build more of the online community.</p>
5 min	Next meeting date	All	The committee will pick a day of the week to hold our next meeting which will be in February	<p>Ruqayah suggested picking a day of the week for the February Meeting.</p> <p>Tuesday, Wednesday, or Friday were the most popular dates.</p> <p>Exact time is TBD but will be in afternoon or evening.</p>

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				<p>Christina D shared that most LHAE classes are 5-8pm so would be ideal not to occur during that time if possible.</p> <p>Mac suggested Friday afternoon.</p> <p>ACTION: Ruqayyah to send doodle poll to OLSAC with dates. Most meetings will be an hour and half in length.</p> <p>Ruqayyah asked for any new business. No new business.</p> <p>Meeting adjourned at 6:05pm</p>
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