OISE Library Student Advisory Committee
Agenda and Minutes

Date: Friday Nov 27, 2020
Time: 5 - 6:30pm
Location: online, in Zoom

Present: Monique Flaccavento (OISE Library Director, Ex Officio), Desmond Wong (OISE Librarian), Sasha Dhesi (OISE Library Intern), Qiongli Zhu (Co-Chair), Lifei Qian (Co-Chair), Mira Chow (Secretary), Huda Salha, Tika Ram Thapa, Julia Woznowski, Alison D'Cruz, Erika Colby, Matthew Humphries, Justin Patrick, Magdalene Stavrou

Time	Agenda item	Speaker(s)	Meeting Notes
5 min	Acknowledgment of Traditional Lands	Desmond Wong	Desmond provides land acknowledgement for Toronto.
2 min	Approval of the agenda	Qiongli	Qiongli provides an overview of the meeting agenda.
3 min	Approval of minutes from the last meeting: https://docs.google.com/document/d/18eoZHOCOt3CVCv9MQB_fM5vuWwzrzIxRXz2q7hdUtCs/edit	Qiongli	Qiongli provides a rundown of the minutes from the last meeting, and asks committee members if there are missing pieces.
10 min	(1) Survey Results (2) Vote for next two meeting times	Monique	Monique provides results from our previous survey. They report that committee members prefer Google documents and sending email reminders, and students' names and departments are included on the OLSAC website. Monique reports that voting for meeting times came to a close draw. Qiongli comments that it may be confusing for students if meeting times were rotated, and suggests that members can vote for their preferences. Huda suggests that members who are present can vote first. Allison suggests that members can

			be presented with a fixed date, instead of the day of week. Qiongli and Monique agree that coming up with a set of specific dates for polling would be more effective than polling for which day of the week.
10 min	(1) MT resource lists, online resource guides (2) Indigenous book club	Desmond Wong	Desmond shares a MT resource list, especially focusing on Indigenous resources for teaching. They share a template created by Nailisa Tanner; whether we should change the list every year, or update it on an as-needed basis remains an outstanding question. Desmond adds that the list has been checked for accessibility. They share the list on raising and teaching anti-racist kids as well. Lifei asks whether most of the books in the lists are by Black authors, or whether other groups are represented as well. Desmond comments that there is a variety of lists on OISE's blog, including materials on Islamophobia, anti-Asian racism, plurilingualism, and more. Desmond introduces the Indigenous book club, which is a tri-campus initiative that OISE library is involved in, hosted at UTSC. It is now running virtually, and will be running in the winter as well. Qiongli notes that the book club has three books, and asks clarifying questions about how the club is run. Desmond adds that students vote for 3 books out of a list of 20, and that students may choose 1 of the 3 to read and discuss. Qiongli notes the prevalence of book clubs during the COVID pandemic, and asks whether it is possible to promote communication during the

			reading period. Desmond will take that suggestion to the Indigenous book club committee when they next meet.
15-20min	(1) Continue the conversation about communications/ social media/ marketing library services to students (2) Students for the OISE Library Facebook page: https://www.facebook.com/OLSAC1/	Monique & Lifei & Sasha	Lifei asks whether the Facebook page is still a good way of reaching out to students. Monique notes that students from different departments may have differing preferences. Justin adds that we may make use of Facebook groups, Slack groups, or email to listservs as well. They comment that these platforms may be good supplements to the existing Facebook page. Lifei reports that she brought up the issue of students' lack of awareness of resources to the larger OISE community, but it is uncertain whether instructors are willing to help promote the resources. Huda suggests that instructors may add the OISE library as a potential resource for students in course outlines. Lifei asks the group whether the Facebook page should be kept. Alison comments that there is a wide range of students at OISE, and suggests that we should appeal to different student populations. Alison suggests more interactive initiatives on OISE library's social media platforms. Monique notes that OISE has Instagram, Twitter, blog and a newsletter maintained by staff. The OLSAC from 3 years ago created the Facebook page. Matthew comments that we may wish to rebrand the Facebook page to match the Instagram and Twitter pages.

				Justin adds that the library may wish to consider LinkedIn, especially given that OISE houses graduate students. They suggest that we may need more people on social media, and that we may make use of Hootsuite if there is a budget.
				Erika and Magdalene echo the thoughts and agree that centralizing our posts would be neat.
				Mira notes that we may try to add interactive elements to our social media eg. day in the life of our staff to show how we curate, asking for book recommendations, or organizing virtual experiences like the Engineering library.
				Magdelene notes that emails are easily lost in the inbox, suggesting that there is one brief email to every student at the beginning of the year. They comment that emails may get lost, especially later in the year.
				Lifei notes that we may need to contact different departments.
				Magdalene notes that they can cover all the MT, and most of the CTL students.
				Monique comments that the Personal Librarian messages go to first year students at key time points during the year, but they currently have no access to the contact list. Monique does not have the login information to take the FB page down, but they know who to contact for that. The Library does not have access to the faculty listserv, and faculty asks that we restrict communication so students are not bombarded with messages throughout the year.
				Alison suggests that we may create a poster for faculty members to include in their course pages.

				Lifei mentions that they brought that up during the meeting, and it is unsure whether instructors will follow through.
				Alison notes that us as student members can also reach out to our instructors.
				Huda suggests that we may send out resources once every month to students, such that they can be aware of what OISE library offers.
				Matthew notes that we should be editing the pages prior to sending out emails to promote them. They agree with Alison that we should make relevant posters.
				Erika comments that at times students may require an incentive, like a CCR credit.
				Lifei and Matthew mention that we may use giveaways to encourage student engagement.
				Magdalene notes that emails from student organizations may be more read than OISE-wide ones.
				Sasha shares that they will be creating a survey for when is the best time to email students. Sasha introduces the Holiday Reads list, and invites all members to engage.
				Monique adds that we may send any books to that list.
				Sasha shares the lists from previous years, noting that this is mostly for fun where people share.
				Qiongli asks if we wish to pick up books from the Holiday Reads list, whether it would be curbside pickup.
				Desmond comments that students may add items to the list that are not held in the library collection. Items that are currently held in UTL should be available via curbside pickup.

			Monique notes that sending too many emails to faculty members may have adverse effects. Desmond shares the Countdown to Holidays programming, which will roll out soon. This is like the online offering that we have.
10-15 min	Revisions to OLSAC Terms of Reference or Membership	Monique	Monique asks whether any changes should be made, especially since we are now meeting virtually. They note that having at least one representative from each department is important, to ensure we are meeting students' needs. We have been in contact with IEN and ISA. Mira notes that Queer/Trans at OISE still exists. Qiongli notes that GSA at OISE may be merged with the general UofT GSA. Magdalene notes that there may be a nearly-official Black Students Association at OISE. Monique asks for student input, to reach out and find out about what student organizations are present at OISE currently. Monique asks whether asking students to attend 3 out of 4 meetings is still reasonable. Alison, Matthew, Huda, Magdalene, and Tika note that 3 out of 4 would work for them. Lifei asks that terms of reference to be attached to the minutes.