

# ASIS&T @ UBC

## MINUTES

FEB 5, 2009

5PM

SLAIS 491

<b>MEETING CALLED BY</b>	ASIS&T Executive Committee
<b>TYPE OF MEETING</b>	Executive
<b>FACILITATOR</b>	Maureen
<b>NOTE TAKER</b>	Dan
<b>ATTENDEES</b>	Maureen, Emma, Kirsty, Ro, Dan
<b>REGRETS</b>	Kristen

### Agenda topics

#### WORKSHOP RECAP

KIRSTY

<b>DISCUSSION</b>	2 down, 1 to go. First workshop was a great success, 20 people took handouts: 2 left early, 2 didn't stay and 1 came late. Second workshop had 5 attendees but still very useful for those unfamiliar with a practical purpose to social software/networking tools. Tania's workshop coming up on the 24 <sup>th</sup> .	
<b>CONCLUSIONS</b>	Great for our org's awareness around SLAIS, and, if anyone is interested, there may be other times to attend these workshops, just not through ASIS&T.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Post an update on the second workshop to the blog.	Emma (Kirsty?)	ASAP
Getting the posters ready for the third workshop.	Kirsty	~Feb. 17 <sup>th</sup> or earlier
Emailing everybody about it.	Emma	~Feb. 17 <sup>th</sup> or earlier

#### JULIAN RICHARDS

MAUREEN

<b>DISCUSSION</b>	Julian Richards, information professional for HSBC and HST Software, expressed interest in speaking to SLAIS on user-centered design. If this happens, we would like to co-present with LASSA for better audience numbers. Other possibility: get Richards to come for the job fair panel. Not on user-centered design, but would be a great opportunity to have him around sooner rather than later. Perhaps we could schedule him in relation to the LIBR 555 System Design course next term.	
<b>CONCLUSIONS</b>	Keep Richards in mind for future presentations.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Contact LASSA to coordinate getting Richards on job fair panel.	Maureen	ASAP
File contact info away for future possibilities.	Emma	Whenever

#### FUTURE OF OUR OPERATION

ALL

<b>DISCUSSION</b>	Planning committee is down to just Kirsty; she had some help drop due to workload issues. Ro offers to help out if there is ever a need. Kirsty mentions that in the fall, there may be more people willing to help out and other opportunities—Susan had suggested a meet-and-greet with the Interaction Design group. Finances are sitting at 200 dollars. Could think about fundraising if necessary. Bake sales are a lot of work for minimal return. Kirsty suggests "Geek Tips" cards or a similar marketable venture. SLAIS faculty dunk tank? Table these ideas until
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required.

We will be having a final meeting of the semester; we should try to tie in another event, if possible. Perhaps sometime in the future we could have in a librarian to talk about Voyager since some students use it at work.

No word yet on ASIS&T conference volunteering in November. Need to think of how, as a group, we will participate there.

<b>CONCLUSIONS</b>	Role clarification: Events committee leader writes up blurbs and does posters for events; asks for help if necessary. Communications officer is the only "voice" of ASIS&T to the SLAIS email list.
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Try to set up the SLAIS tech course forum to tie into our final term meeting.

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Get receipts in for the poster photocopying	Kirsty (to Kristen)	Whenever
Update role descriptions on website as needed	Emma/Maureen	ASAP
Schedule next executive meeting	Maureen	Before April
Start brainstorming SLAIS tech course forum	Kirsty (and others if wanted)	Before April

Meeting adjourned, 5:34 pm.