

ASIST@UCLA Meeting Agenda

UCLA, GSEIS Second Floor Salon

Date: November 22, 2006 12:30pm

Present: Grace, John, Ashley, Monique, Tommy, Matthew, Shilpa, Jill, Janet

Absent: Lua

1) Announcements – Grace

- a) Hello and Thank You's to John and Matthew for flyers and workshop for Creating Websites
- b) Status of past workshops (websites, netvibes) and journal group meetings: Very good turnout for journal group meetings and workshops. The Mac Lab was packed with students from IS245 for the Netvibes workshop on Nov 1. The three journal group meetings have been well attended as well.
- c) Use of wiki for planning (<http://ucla-asist.jot.com>): Invitations were sent on Tuesday. Decided on use of wiki for ASIST internal communication for event planning, etc. Even though JotSpot has blog and forum functionality, it would be too late and too much for students to create another account. Perhaps consider it for next year?
- d) Webmasters report: updating of resources and workshop notes will take place end of the week.

2) Reports

- a) LACASIS Wiki program on Nov 16: Monique, Alessandra and Grace attended the meeting on Nov 16. Found that it was very introductory. Speaker went through various wiki farms and evaluated the major features for each wiki site.
- b) ASIST Annual from Nov 3-8: Conference proceedings are available on CD. Has great ideas for portfolios!
 - **ACTION:** Grace will make copies available to officers to disseminate.
- c) Money/funding issues: Lua attended the various funding meetings by SGB and SSC. We are able to get \$290 from SSC; up to \$800 from GSA for food, etc; and \$50 left from LACASIS.
 - **ACTION:** Lua needs a budget for the rest of the year by Dec 5. Grace will write up a list of activities by end of this weekend.

3) Workshops/Events/Activities

- a) Movie nights – Janet. Janet has purchased *Desk Set* on DVD for a public showing. She will donate to the MIT Lab to start a DVD collection.
 - **ACTION:** Janet will contact David/Keri/Lab Staff to set up Movie Night for Jan 10, which is Wed of week 1. Matthew will help with flyers and promotion.
- b) Ideas for future events: guest speakers (practitioners, faculty, etc), field trips, games (Second Life, etc), career workshops.
 - Decision to integrate journal group activities as much as possible into speaker panels such as having students read an article before the panel and/or have discussions afterwards.
 - Agreed-upon topic panel ideas for Winter and Spring:
 - (1) Electronic Resources Management (Content management systems, digital assets systems)
 - **ACTION:** Shilpa will look into this? Contact LACASIS and see if anyone would be willing to speak
 - (2) Web 2.0 & Libraries: Best Practices for Social Software & Gaming, Libraries, and Innovation. These are two panel topics combined together. Don't know if we'll have enough talk time for this but using games can be considered part of Web 2.0.
 - **ACTION:** Tommy knows of someone who works at Flock who may be able to talk to us about the different users of blogs. Will try to see if the community liaison (Will Pate) will be able to come down to LA.
 - **ACTION:** Also, perhaps ask Esther Grassian, promoter of Second Life, to speak about uses of virtual worlds in library settings.?
 - **ACTION:** Andrea Lynch from the UCLA Biomedical Library may be able to speak to us about this... Jill will find out.
 - **ACTION:** Journal group could also use this as a opportunity to read up on web 2.0 and use the speaker panel to ask/discuss questions.

- **Pending Question:** we can also ask questions of folksonomy. Should we have a separate folksonomy tech workshop on this? Should it be a workshop or just a panel? There's not much that we can show in a workshop. Tommy says that it takes about 5 mins to show how it works.
- (3) Open-source Software for LIS
- **ACTION:** Alla has a documentary on the open source movement. Might be a good idea to have a speaker come in and talk about how open source software is being used in library/archive/museum settings? Jill will follow up on this.
- c) Planned tech workshops:
- i) Emerging Technologies Series: **Wikis vs Blogs** – As was mentioned earlier, LACASIS had a very introductory program on wikis. Because difficulties of going to other locations, it was decided that it'd be easier for the student chapter to host our own workshop.
- **ACTION:** Workshop will cover what wikis and blogs are, compare-contrast the advantages/disadvantages of using them, point out the main functions/features of each. Would like to see some innovative uses of wikis and blogs in LIS settings. Let's plan on a panel in winter.
- ii) Website Workshop (XHTML and CSS), beginning, intermediate and advanced?
- (1) Beginning level was in Fall. The upcoming workshop next Tuesday should focus on establishing a basic understanding of creating a page in HTML and basic HTML and CSS. The Oct 25 session was received very well and we had a lot of good feedback about it.
- **ACTION:** Grace and John will make sure that the next session will be a good base for intermediate and advanced workshops.
- (2) Intermediate level will be in Winter. It should cover more CSS.
- **ACTION:** Tommy and Monique would like to conduct this workshop.
- (3) Advanced level will be in Spring. Haven't figured out what advanced level web design will cover yet.
- iii) Tips & Tricks Series: Word & Excel and PowerPoint – Decided that this would be useful to schedule towards the beginning of the quarters.
- iv) LAMP series (Linux, Apache, MySQL, PHP) are open source technologies that are essential for the 21st century information professional.
- **ACTION:** We might be able to contact the UCLA Linux User Group to speak to us about Linux (Ashley will follow up).
 - **ACTION:** A workshop on advanced databases (MySQL and PHP) may be possible for the spring (Grace will ask Alla).
 - **ACTION:** If possible, perhaps it might be a better idea to have resources available to students who want to know what they are, what can be used/done with them, where to find more information.
- d) THE PLAN FOR WINTER:
- i) Week 1. January 10 Movie Night
- ii) Week 2 of Jan 15. General meeting to promote ASIST activities
- iii) Week 3 of Jan 22. Journal group meeting/speaker panel. open source mvt, web 2.0, or ERM
- iv) Week 4 of Jan 29. T&T workshop on Word and Excel
- v) Week 5 of Feb 5. Journal group meeting/speaker panel.
- vi) Week 6 of Feb 12. Creating Websites: Intermediate.
- vii) Week 7 of Feb 19. Journal group meeting/speaker panel.
- viii) Week 8 of Feb 26. Creating Websites: Intermediate (encore)
- ix) Week 9 thru Finals week: Career panels/Internship fair/etc
- 4) Recruitment and Networking
- a) Journal Group participation, panels, etc

- b) Ways to encourage discussion on Google Group – try to integrate journal group discussions and IS245 and other class discussions that deal with Internet and technologies through the ASIST channels. Perhaps ASIST can hold more relevant workshops/information-sharing session similar to the one we had on netvibes.

5) New Business

- a) informatics wiki – Monique brought up the issue of whether the student chapter would like to be guardians of the informatics wiki or allow the department to sponsor it. A wiki moderator position could be established. ASIST could be used as a community for the wiki.
- b) Have a great Thanksgiving!

Meeting adjourned... 1:24 PM

Next meeting to take place TBD

Minutes revised 01/14/07