1/30/18 Meeting with Dr. Trace

1. Plan for the semester/year
	1. February - Tour of the Briscoe Center
		1. Mandy is still planning
	2. February - Texas After Violence
		1. aems is still planning
	3. TBD - HRC tour
		1. HRC does monthly tours on first Tuesday of every month at 9am where employees can see the backside of the HRC.
		2. Jenny is looking into arranging a small tour for interested students
		3. Probably cap attendance
			1. Dues-paying members only?
	4. February 9 - HRC Vaudeville exhibit opening talk
		1. Representations of race
		2. Co-sponsor with Inclusion and Diversity Committee
		3. See HRC and how they put on exhibits, look at materials
	5. March 28 - GoNightclubbing
		1. Film screening at AFS - informal field trip
		2. EVENT: Talk and clips on campus
		3. Open up to public?
		4. Still looking for a venue
			1. RTF department
			2. Santa Cruz Theater
				1. Jenny will check on Wednesday
			3. Main Campus
				1. Close
				2. Food/catering restrictions
		5. Partner with AMIA, Dr. Frick
	6. April - Certification talk
		1. Kristy Sorensen
2. Have general meetings once a month
3. Informal meetings
	1. Skillshare
		1. Once a month
		2. Once a semester
	2. Coffee talks
	3. Bag lunch
4. Fall
	1. Archives Month
		1. Have realistic expectations
			1. A lot of work and fundraising, but turnout has been low in the past
			2. Volunteer and help out with things that are already involved
				1. Archives Bazaar
		2. Plan outreach or volunteer project during the month
			1. Incorporate skillshare event
			2. Send out an interest form/survey/sign up sheet on listserv
			3. Get more faculty and student body involved
			4. Partner with other student groups
	2. Potlucks
		1. September potluck at Dr. Trace’s house
		2. End of the SPRING semester potluck
	3. Fundraise to send people to conferences
	4. Dr. Gracy talk
		1. This can happen at any time throughout the year, not necessarily during Archives Month
5. Membership
	1. Low turnout in Spring with second years
	2. Plan for more new members in Fall with new cohort
	3. Focus events on things they feel like they are plugged in and invested. Put on events that they find value in.
6. Ask new dean if we could block out time (an hour around lunch) for student groups to meet
	1. Important for community building
7. Getting together for informal events
8. Job Boards
	1. UCLA, Simmons, Madison,
9. Summer study abroad programs for archives
	1. Madison, UNC
	2. Suggestion for new dean
10. Fundraising
	1. T-shirts
11. Preferred communication
	1. Regular updates on listserv
	2. Access to records, minutes, Google Drive
	3. Email is preferred (including listserv updates)
	4. Dr. Trace is in 8-4
	5. Meet once a month (Tuesdays at 8 am)
12. Website
	1. Publish annual reports
	2. Minutes
13. Summer 2019 National SAA Conference
	1. Plan ahead
	2. How can the student chapter engage in/have a presence at the conference
		1. Fundraise
		2. Student chapter meeting at the national SAA meeting to talk about issues
			1. Ask for a time on schedule where the student chapter members can meet
			2. Discuss events and goals
			3. Connect with other student chapters around the country
14. Local student conference at UT
	1. Maybe work on instead of Archives Month
15. Focus on INreach before OUTreach
	1. Build the archives community
	2. Build the iSchool community
		1. Connect with other iSchool organizations
		2. Ex. Ask UX people if they want to do a skillshare
	3. Put on events with broader appeal
16. Other expectations as a board
	1. Strengthen larger community
	2. Get more members involved, not just board members
	3. Go to regional and national conferences
	4. Apply to present poster about the student chapter for SAA main meeting in DC!
		1. Student chapters who thrive go to this!
		2. Provide an abstract for submission
		3. Work on poster in between submission and conference
	5. Don’t feel weighed down by tradition