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SJSU ERFA Board Minutes, September 14, 2015

San Jose State University, Emeritus and Retired Faculty Association

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**SJSU ERFA
Executive Board Meeting
Monday, September 14, 2015
Duncan Hall 249**

Members Present: Celia Bakke, Gene Bernardini, Peter Buzanski, Carol Christensen, Jill Cody, Barbara Conry, Adnan Daoud, Abdel El-Shaieb, Dolores Escobar-Hamilton, Nancie Fimbel, Don Keeseey, Joan Merdinger, Wayne Savage, Carmen Sigler, Jo Bell Whitlatch, Dennis Wilcox, Marian Yoder, and Bob Wilson.

1. **Call to order.** President Jo Bell called the meeting to order at 10:05 a.m.
2. **Approval of Minutes** of May 4, 2015, approved as presented. May 8, 2015, minutes of the business meeting approved with the following revisions requested by Peter:
“Academic Senate Representative to ERFA” corrected to read “ERFA Representative to the Academic Senate.” Also spelling errors in names was corrected– Nancie Fimbel and Bill McCraw.
3. **President’s Remarks.** Jo Bell said she was looking forward to her year as president and ERFA’s continuing involvement with a number of projects on behalf of its members and the University. She introduced Celia Bakke, Nancie Fimbel, and Dennis Wilcox as new members joining the Board.
4. **Upcoming Events and Activities**
 - a. **Spring Luncheon, Friday, October 16th**
 - The luncheon will be held at Michael’s at Shoreline with Professor Eugene Cordero, Department of Meteorology, as the speaker.
 - Carmen and Joan will be traveling so Jo Bell will introduce the speaker.
 - Gene will also be traveling so Carol volunteered to do name tags for the luncheon.
 - Celia is taking reservations (form sent in current newsletter) which are due Oct. 2 to allow adequate time to confirm the number of attendees and meal choices with Michael’s.
 - Dennis volunteered to take photos for the newsletter.
 - Peter suggested that the board should extend an invitation to Interim President Sue Martin to attend the luncheon. Bob moved that Peter should extend the invitation. Motion passed.
 - b. **Possible ERFA meeting with Sue Martin**

Joan suggested that a small group of ERFA board members should meet with Sue Martin to brief her on the activities of the ERFA on campus such as the awarding of faculty research grants and other support activities. Joan also mentioned that one objective of such a meeting with Sue would be to encourage a re-start a President’s reception for faculty who are retiring at the end of the 2015-16 academic year, an event that hasn’t been held for the past three years. In the

past, the reception was an opportunity to introduce newly retired faculty to the ERFA and encourage them to join.

5. Action Items

- a. **Jo Bell thanked the members of the program and activities committee** for their online work over the summer in terms of compiling a list of possible speakers and organizing upcoming events such as the Fall Luncheon. Having two separate committees has worked well.
- b. **A third member of the activities committee is needed.** Currently Dolores and Lonna are members. Celia is helping out by volunteering to take reservations for the fall luncheon. Nancie suggested that an announcement be made at the luncheon to ask for volunteers who would be willing to serve on the activities committee. Carmen volunteered to help in organizing the December holiday reception.
- c. **Membership Recruitment Strategies** About 80 SJSU retired faculty are members of CSU-ERFA but not affiliated with SJSU-ERFA. Wayne indicated that names and addresses of these individuals could probably be provided by the CSU-ERFA office. Jo Bell proposed that she and Wayne would jointly draft a letter that would be presented at the next Board meeting. Joan volunteered to check with Faculty Affairs about its list of faculty achieving emeritus status. Abdel suggested that once we have a list of retired faculty that the list be shared with the Board so board members could make personal calls/appeals to those who they know. Wayne mentioned that he always sends letters to newly retired faculty and offers one-year free membership but few renew.
- d. **Possible Special Collections tour and donation to Special Collections.** Dolores moved that this discussion be postponed. Motion passed.
- e. **Surprise Action Item – Fire Alarm.** The Board adjourned for about 30 minutes because a fire alarm caused the evacuation of Duncan Hall.
- f. **CSU-ERFA Moving from “Emeritus and Retired Faculty Association” to “Retired Faculty and Staff Association.”** Don Cameron, executive director of CSU-ERFA asked university ERFA’s to comment on such a move and the Board had a robust discussion on the issue. Peter and Bob opposed such a name change explaining that “staff” had their own organizations and that the objectives of a “faculty” org were different. Adnan mentioned that the idea of including staff also came up about four years ago and was dropped. Joan mentioned that the purpose of a name change was to be more inclusive, and Dolores commented that the idea was probably to increase membership in CSU-ERFA. Bob read from Wikipedia about what defines “emeritus” faculty and that “organizational staff” was different from department chairs or deans that were academic employees. Bob moved, Peter seconded that SJSU-ERFA go on record as opposed to deleting “Emeritus” from the proposed name change. Jo Bell conducted a vote by hand count with 10 in favor of the motion, 4 abstaining, and 2 opposed – declaring that the motion passed.

6. Reports

- a. **Treasurer.** Abdel reported that the current balance was \$10,723.19 and the only outstanding bill is the September newsletter. He projected that the balance would be about \$7,000 by January and about \$3,500 by June. He noted that current paid membership is 183 and that the organization needs to follow up with non-paying members. He will bring a list of non-paying members to the next Board meeting.
 - b. **Newsletter Editor.** Gene reported that the Fall newsletter has been mailed and everyone should receive it by next week. There will be inserts for the Fall Luncheon and another request for payment of dues.
 - c. **Membership.** Wayne reported that 31 reminder letters were sent to members who have not yet paid their dues since 2013. Another 40 on the list haven't paid since 2014. The deadline for dues is Oct. 1. If not paid by that date, steps will be made to take them off the mailing list.
 - d. **Webmaster.** Carol reminded Board that there are two email lists. One is for the use of the executive board business (ERFA_exbd@yahoogroups.com) and one for general membership announcements (SJSU_ERFA@yahoogroups.com).
 - e. **Consolations.** Jill reported that a card was sent to the widow of Ed Laurie.
 - f. **Small groups.** Marian reported that seven members recently attended the film, Phoenix.
 - g. **Faculty Senate.** Peter provided an update on the resignation of SJSU President Mohammad (Mo) Qayoumi, effective August 17. Details are included in the SJSU ERFA News. Other items included the following: 1) 11 universities have not yet complied with new guidelines from the Chancellor's office, 2) there is new guidelines for how instructors can drop students from an online course, (3) The new Student Union complex is still behind schedule despite campus promises, and 4) the new Student Wellness Center is an outstanding facility.
 - h. **CSU-ERFA.** Bob Wilson reported that CALPERS that he heard that CALPERS is probably considering additional changes in health care providers for the coming year.
 - i. **Archivist.** Celia reported that she is working with Rebecca Kohn, interim head of special collections, and has forwarded three editions of the newsletter to the library. The link to the ERFA newsletters is on ScholarWorks at <http://scholarworks.sjsu.edu/erfa/>. Celia also recommended that ERFA members update their profiles, publications, etc. on ScholarWorks.
 - j. **Guidelines for New Board Members.** Jill asked if the guidelines were distributed to new members and Jo Bell confirmed that they were provided.
 - k. **Office 365.** Available to faculty and ERFA members for free on the MYSJSU website.
7. **Adjournment.** Bob moved, Nancie second to adjourn at 11:56 a.m. Jo Bell declared meeting adjourned.
 8. **Board Meeting Schedule:** Dates and assignment of snacks:
 - a. October 5: Dolores

- b. November 2: Bill McCraw
- c. December 7: Jo Bell
- d. February 1: Marian
- e. March 7: Lonna Smith
- f. April 4: Wayne
- g. May 2: Gene

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