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## SJSU ERFA Board Minutes, September 11, 2017

San Jose State University, Emeritus and Retired Faculty Association

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# Minutes: SJSU ERFA Executive Board Monday, September 11, 2017.

## Duncan Hall 249

**Members Present**, Gene Bernardini, Ji-Mei Chang, Carol Christensen, Elba Maldonado-Colon, Nancie Fimbel, Dolores Escobar-Hamilton, Don Keeseey, Joan Merdinger, Wayne Savage, Carmen Sigler, Jackie Snell, Jo Bell Whitlatch, Dennis Wilcox, and Bob Wilson, .

1. **Call to order:** President Ji-Mei called the meeting to order at 10:01.07
2. **The Minutes** of the May 1 board meeting and the May 19 business/luncheon meeting were approved by voice vote.

### 3. President's Remarks.

A. A card was circulated for members to express best wishes for Adnan, a long-term member of the board, who is currently in hospice care. Joan and others have also arranged for flowers to be sent on behalf of the board, which Adnan and his wife, Pat, deeply appreciated.

B. The agreement with CASA to use the ERFA office space has been extended to December, but could end earlier if college renovations are completed.

C. The July reception at the president's house for retiring faculty was a great success. Nancie reported that about 12 faculty and spouses attended, along with the president, provost, and respective deans. Each retiree was given a glass apple with the SJSU logo. The reception, for which the ERFA has lobbied the University administration since the last one in 2011, now has a good prospect of being repeated on an annual basis thanks to the support of the current provost and president with the expectation that ERFA would be fully involved assisting with the event.

D. Assignment of members-at-large. Ji-Mei and others noted that it was important to give members-at-large various assignments to ensure that their participation on the board would be more meaningful. Jo Bell reported that she had replaced Elba on the program committee, subs for Dennis in taking minutes, and is working with Celia on the biography project. Carmen continues to serve as chair of the program committee. Bill McCraw will report on his activities in October.

### 4. Update on Events and Activities.

**A. Fall Luncheon on October 27 at Michael's Shoreline.** Dolores reported that the majority of the board members polled last month supported Menu Option B which included a beef entrée, the famous bread pudding, and no ice tea being served. Jackie will handle RSVPs. The reservation form will be in the fall newsletter, which is now at the printer. Carmen recommended that either Nancie or Abdel give the speaker intro since Randy Stross is from the College of Business. The suggestion is that he speak for about 20 minutes followed by a Q&A.

He should also be invited to bring copies of his book, “A Practical Education” for sale and signing.

**B. Holiday Celebration, Friday, Dec. 8.** Reservations have been made for the King Library and Ji-Mei will invite the usual suspects – the president, provost, and the college deans to join in the festivities. Joan suggested that perhaps a “save the date” can be sent in October in advance of a more formal invite in November. In general, there are no speakers at this event but a short welcome from the president of ERFA or even the university president, provost, or director of the library would be appropriate.

## **5. Action Items: None**

## **6. Discussion Items**

**A. Guiding principles for the nomination committee.** A discussion was held on basic ideas that should guide this year’s nominating committee. Joan reported that two relevant guiding principles were 1) collegial nominees and who would be a good fit with the board culture, and 2) recruiting nominees who would advance into major leadership positions. Carmen noted that there should be a good mix between new and “older” board members, and Jo Bell noted the importance of mentoring new members. Nancie pointed out that recruitment of new board members is somewhat difficult because so many current members, including past presidents, enjoy the board so much that they want to continue their service. This year, for example, there are no new members on the board. Dolores and Joan pointed out that the ERFA board was a good transition from teaching to remaining involved in the University as a retiree. Others suggested that the nominating committee consider a balance of faculty and former administrators as potential board members.

**B. Guiding principles for condolences.** Ji-Mei, on behalf of Jill, sought board input about writing a notecard to just the family of ERFA members or to anyone we have learned about who was a professor at SJSU. There was consensus that condolences should be sent regarding current and past SJSU-ERFA members if a surviving relative can be easily identified without extensive research. As for other faculty who have retired, but have not been members of SJSU-ERFA, this should be handled on a case-by-case basis depending on the situation. Jill, for example, sent a condolence card to President Papazian regarding her father’s passing. The board expressed appreciation for Jill’s diligence and expressed confidence in her to make the appropriate condolences on behalf of the board.

## **7. New Business**

**A. A new SJSU-ERFA brochure.** Dennis recommended that the board should consider creating a basic brochure to help recruitment and make SJSU-ERFA more visible in the university community. He will work with Gene, Wayne, and Nancie to draft content, which would include a membership application form. A more formal proposal and request for funding will be presented at the October meeting. Clyde Lawrence, who works with Gene on the layout of the newsletter, would be approached about designing the brochure.

**B. President's Duties and Checklist of Key Items for Monthly Agenda.** Ji-Mei has distributed two documents to the executive board regarding 1) the ERFA president's general responsibilities and 2) key items for the monthly agenda throughout the year. Several members commented that the list of responsibilities was a good source document for future presidents, and that the monthly agenda items were welcome in terms of ensuring that certain action items, such as nominations and the faculty award program, are scheduled in a timely manner. She invited members to review the documents and make any additions or suggestions.

## **8. Reports**

**A. Treasurer.** Ji-Mei, on behalf of Abdel, reported that the current balance is \$13,643.47. Thanks to astute financial planning, the spring luncheon paid for itself with a net profit of \$10.71. Total paid membership for 2017-18 to date is 168, which includes 45 membership checks as a result of a second appeal. There were also two donations to the faculty research award competition.

**B. Membership.** Wayne reported that he has received all the membership applications to date from Abdel and will report in October the total paid memberships for the academic year. At that time, there will be a discussion about any further efforts ERFA should make to increase the number of paid memberships before the directory is published.

**C. Newsletter Editor.** Gene announced that the fall newsletter will be published in the next week and that it will include a reservation form for the Fall luncheon. The RSVP date will be October 17th.

**D. Webmaster.** Carol reported that the website was up to date and that the May minutes will be posted.

**E. Consolations.** Ji-Mei, on behalf of Jill, reported that a card was sent to Laurel Beckett regarding the passing of her father, Al Beckett. Jill reported that she was having difficulty finding a relative's contact for John Neptune and Bob Harmon, but was able to find a contact for Bob thanks to Jo Bell. A note was sent to President Papazian regarding her father's passing. A card of support was sent to Adnan.

**F. Film group.** Don reported that the group viewed *The Viceroy's House*, a film about India's independence, and highly recommended it.

**G. Faculty Senate.** Ji-Mei, in the absence of Peter, recommended reading his full unexpurgated report in the upcoming newsletter.

**H. CSU-ERFA.** Nancie will replace Joan at the CSU-ERFA meeting in Long Beach on Oct. 21. Bob distributed a note about aging and health care and recommended an article in the October issue of *Consumer Reports*. He told the board that ERFA has a responsibility to tell its members about aging and the problems of finding adequate health care with the question "who will take care of you?"

**I. Archivist.** No report

**j. AROHE.** Joan reported that she is now on national board of the organization. There will be a regional meeting at UC-Berkeley on Jan 30. The bi-annual meeting of the national group will be at Emory University Oct. 7-9. She said the national AROHE newsletter included links to news reports and articles about faculty retirement that would be of interest to SJSU-ERFA members. The suggestion was made that perhaps Carol could include the AROHE link on our website.

**k. Faculty Awards.** Joan reported that the RFP for the 2017-2018 ERFA Faculty Awards will be sent out by the Center for Faculty Development (CFD) in early October. The deadline for submission will be Dec. 6. Joan has been in contact with the Provost's Office to request another article in the upcoming Provost Newsletter to highlight ERFA Faculty Research and Creative Awardees in the upcoming RFP.

**9. Adjournment.** The meeting adjourned at. 11:37.05. The next meeting will be Monday, **October 2** at 10 a.m., in Duncan Hall 249. Thanks to Carmen for snacks.

**Upcoming Refreshments:**

**October 2:** Wayne

**November 6:** Carol

**December 4:** Dennis

**February 5:** Elba

**March 5:** Bill

**April 2:** Joan

**May 7:** Jo Bell

Dlw. Approved by Executive Board 10.2.17