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SJSU ERFA Board Minutes, November 6, 2017

San Jose State University, Emeritus and Retired Faculty Association

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Minutes: SJSU ERFA Executive Board Monday, November 6, 2017.

Cultural Heritage Center, 5th Floor, MLK Library

Members Present, Celia Bakke, Gene Bernardini, Peter Buzanski, Ji-Mei Chang, Carol Christensen, Elba Maldonado-Colon, Barbara Conry, Abdel El-Shaieb, Nancie Fimbel, Dolores Escobar-Hamilton, Don Keeseey, Joan Merdinger, Wayne Savage, Carmen Sigler, Lonna Smith, Jackie Snell, Jo Bell Whitlatch, Dennis Wilcox, and Bob Wilson.

1. **Call to order:** The meeting was called to order by President Ji-Mei at 10:02: 50 Pacific Standard Time (PST).

2. **The Minutes** of the October 2 board meeting were approved by voice vote with motion by Joan and seconded by Elba. One abstain.

3. President's Remarks

A. **As a follow-up to Amy Strage's** (Center for Faculty Development) presentation in the October meeting, a committee consisting of Joan (chair), Carmen, Ji-Mei, JoBell, and Dennis was appointed to work with Amy on developing a survey of ERFA members and retired faculty.

B. **The nominations committee** for 2017-18 will be Ji-Mei, Elba, Joan, Nancie, and Peter. There was discussion about making the president a two-year appointment and the pros and cons. The pro is that a two-year president would be more effective; the con is it would require a person to make a commitment to the organization for up to 5 years. It was suggested that Peter could share how the academic senate operates, which has a one –year president but he/she can run for a second term.

C. **Strategic Plan.** Joan reported that the Provost office would appreciate the board's input on the discussions about a new strategic plan for the University. It was suggested that such a session could be held on Friday, Nov. 17, from 11 a.m. to 12:30 p.m. but few board members indicated they could attend. An alternative, which Joan will suggest to the Provost office, is Monday, Dec. 4, at 9 a.m. before the regular board meeting at 10 a.m. Most board members indicated that this would be a more preferable date in terms of attendance. Joan will relay this information back to the provost office.

4. Update on Events and Activities.

A. **Holiday Celebration, Friday, Dec. 8.** Ji-Mei has sent invitation to all deans, provost, president, and selected vice presidents to attend. She will continue to follow-up with RSVPs. Lonna reported a list of food items ordered from Spartan shops. It was decided by group consensus that 12 bottles of wine would be procured by Nancie who has replaced Adnan as wine steward: 4 red, 4 white, and 4 champagne. There will also be non-alcoholic punch,

coffee, and water available. Gene will send flyer about event to Ji-Mei so she can forward to invited university guests.

B. Spring Excursion. Carmen distributed a list of possible venues and asked board members to make comments and suggestions that would be collected at the end of the meeting

C. Spring Luncheon. Dolores reported that she would make reservations at the Villages toward the end of December. She suggested either May 4 or May 11, but several members suggested May 11 as more ideal because it would follow the May 7th board meeting where the board usually approves the slate of new board members after, of course, a process of “extreme” vetting to assess possible conflicts of interest.

5. Action Items

A. Appointment of nominations committee. See president’s remarks (3B)

6. Guest Presentations. Emily Chan, interim associate dean for research and scholarship, and April Gilbert, institutional repository coordinator at the MLK Library, gave an overview of possible templates for online biographies of retired faculty C.V.s and professional accomplishments. There are three options: 1) personal information file giving everything from spouse/partner to grandchildren, birth year, degrees, publications, and personal commentary; 2) A book gallery style with photos that would be more appealing with information categories that retired faculty would have the option of leaving blank, and 3) a selected works author’s gallery that is “pretty robust” and used by many current faculty. This 3rd option would include a list of presentations, links to published articles, and embedded profiles on the ERFA website. Jo Bell indicated that the committee consisting of her, Joan, Ji-Mei, Carol, and Celia would evaluate the options and make a recommendation to the board.

7. Discussion Items

A. Newsletter articles. Gene reported that he had enough articles for the November newsletter, but requested that board members consider writing future articles and to encourage members to also contribute. One suggestion to solicit more member participation was to pose a light-hearted question (not about North Korea) that members could respond to with a brief comment.

B. Solicitation and thank you letters. In order to sustain new and continuing donations to the SJSU-ERFA faculty awards program, a discussion was held in terms of sending letters to past contributors and also asking for donations through the newsletter. Joan suggested that this was an important activity and a committee should be formed to ensure that this became an ongoing activity. Ji-Mei appointed herself, Lonna, Gene, Elba, Joan, and Nancie to decide on a standard procedure to write thank you letter and solicit contributions from past and new contributors.

C. Payroll Deductions through CSU/ERFA. Abdel reported that only 25 SJSU-ERFA members currently use payroll deduction. And Wayne reported that only about half of the SJSU-ERFA members were also members of CSU-ERFA, which is required if a local member wants SJSU-ERFA dues deducted from his/her pension check. There was discussion about the pros and cons of doing more promotion to encourage SJSU members to join CSU-ERFA and use payroll deduction with no clear conclusion. Don and Gene pointed out that increased membership in CSU-ERFA would also benefit SJSU because the chapter also gets a rebate from CSU-ERFA based on local membership. Dennis suggested that if the group wants to promote payroll deduction that more information is needed on the steps that must be done to accomplish this.

D. Recap of Fall Luncheon. Lonna reported that she was unhappy with Michael's Shoreline service and was in the process of looking at other venues, including the Elks Lodge, Spartan Catering, and the Villages. She requested suggestions from the board. A concern was expressed by several board members about price point ---which is now about \$30 – and whether future luncheons would draw attendance if the price went up.

8. Reports

A. Treasurer. Abdel reported a balance of \$13,953.24. He projects that the balance at the end of the fiscal year (June) will be about \$8,000 or \$9,000.

B. Membership. Wayne reported that his roster showed 293 members after deleting 23 members for non-payment of dues. Of the emails sent to delinquent members, only three responded with a desire to retain membership. Six new members have been added since the October board meeting. Letters have been sent to two new members of CSU-ERFA from SJSU.

C. Newsletter Editor. Gene reported that the newsletter is done and will be mailed within the next 7-8 days. The annual directory of members is at the printer.

D. Webmaster. Carol reported that the website is up to date.

E. Consolations. Jill reported via email that she sent a note to Kathy Wintterle regarding the passing of her husband, John.

F. Film group. Don reported that the group viewed *Suburbicon* that Delores described as "quite uplifting" and Don described as "a glorious mess."

G. Faculty Senate. Peter reported that the new senate chair is Stefan Frazier. CSU's new faculty trustee is from SJSU – Romey Sabelius from the foreign languages department. The president is concerned about attendance at graduation – only 20 percent of graduates showed up in May and, because of construction, parking for May graduation may reduce attendance even more. To date, 105 resident assistants from the dorms and more than 9,000 students have undergone training about sexual harassment. Faculty are also undergoing training on a regular basis.

H. CSU-ERFA. Don, Joan, Bob: Due to time constraints, no report.

i. **Archivist.** Celia. No report, but see guest speakers (#6) that she organized.

j. **AROHE.** Joan: No report due to time constraints.

k. **Faculty Awards.** Joan: No report, due to time constraints.

9. New Business: None, due to time constraints

10. Adjournment. The meeting was adjourned at 11:58:16 Pacific Standard Time (PST). Many thanks to Carol for providing substance (food) during the deliberations.

Upcoming Refreshments:

December 4: Dennis

February 5: Elba

March 5: Bill

April 2: Joan

May 7: Jo Bell

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