

5-2-2016

SJSU ERFA Board Minutes, May 2, 2016

San Jose State University, Emeritus and Retired Faculty Association

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SJSU ERFA Executive Board Meeting

Monday, May 2, 2016, 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, Lonna Smith, Jo Bell Whitlatch, Bob Wilson and Marian Yoder.

1. Call to order. President Jo Bell called the meeting to order at 10:00 a.m.

2. The Minutes of April 4 were approved by unanimous vote.

3. President's Remarks. Jo announced that she, Joan, Wayne, and Nancie will meet this afternoon with Elna Green to address how to recruit lecturers, who are PERS annuitants, upon their retirement. The CSU-ERFA State Council Meeting was held at SJSU on April 23, 2016. Jo attended a meeting of campus ERFA Presidents the day before. It was noted that there may be fewer retirees in the next few years due to the salary increase. Jo had hoped to schedule a reception, in conjunction with the President, for SJSU retiring faculty, but she has not received any notification from the President's Office so a reception may not take place this year. Jo reminded the Board that she will be present on the graduation platform as ERFA President.

4. Spring Luncheon and Business Meeting. Celia stated that 63 had registered for the luncheon. CSU-ERFA requests that SJSU ERFA recruit from its membership for the statewide organization. CSU-ERFA brochures will be distributed at the luncheon. Peter reminded the Board that CSU-ERFA fees are based on retirement salary. Joan mentioned that SJSU ERFA is more active than most campuses in recruiting members. Suggestions for increasing membership: add ERFA membership option to the SJSU release form; provide a recruitment incentive, e.g., first luncheon free. Carmen noted that the Holiday Party is already a free event.

5. Membership Calls. Of all the Board members who called San Jose CSU-ERFA members inviting them to join SJSU ERFA, only one was successful in recruiting a member. Carmen suggested that a SJSU ERFA representative attend a meeting of department chairs to promote SJSU ERFA and provide a handout for faculty mailboxes. Jo requested the CSU-ERFA webmaster to make the link to individual campuses more visible on the web site and also mentioned to the webmaster that it is not possible to identify the nine statewide representatives at-large from the web site.

6. Action Items

a. Recommendations of the Nominating Committee. Adnan announced that his term as CSU-ERFA Member at Large has expired and therefore, he will no longer serve on the SJSU ERFA Board although he continues to serve on the CSU-ERFA membership committee. Jo Bell and Nancie, Presidents for 2015/2016 and 2016/2017 respectively, accepted the Board recommendation to appoint Adnan to the SJSU ERFA Activities Committee. Wayne moved to accept the Nominating Committee recommendations which were approved by unanimous vote.

The Elected Positions are:

Vice President/President Elect – Ji-Mei Chang

Treasurer (two year term) – Abdel El-Shaieb

Member at Large (two year term) – Carmen Sigler

Academic Senate Representative – Peter Buzanski

Appointed Positions for 2016/2017 are:

Newsletter Editor – Gene Bernardini

Membership Chair – Wayne Savage

Webmaster – Carol Christensen

Consolations – Jill Cody

Activities Committee – Lonna Smith, Delores Escobar-Hamilton, Jackie Snell, Elba Maldonado-Colon and Adnan Droud

SJSU CSU ERFA Representatives – Joan Merdinger, Bob Wilson, Don Keesey

Program Committee Chair – Carmen Sigler

Faculty Awards Committee – Joan Merdinger

Nancie will appoint Program Committee and Faculty Awards Committee members when her term as President begins.

Dave Elliott will be listed on the web page and in the newsletter and directory as CSU-ERFA State Council Delegate-at-Large.

b. Tower Foundation. Abdel, Nancie and Joan met with Leslie Rohn re relocating the ERFA treasury funds to the Tower Foundation in order to qualify for insurance coverage under the 501c3 designation as the 5% overhead cost would be less than the insurance premium. The transfer of funds would not result in insurance coverage; therefore, ERFA would be responsible for the premium as well as the 5%. Joan recommended that relocating the funds not be pursued. The Board concurred with her recommendation.

c. Representative from Facilities for an Update on Campus Construction. There has been no word from Facilities, but Peter reported that a new construction project has begun. Royce and Hoover Hall will be demolished, and a new Student Union Recreation and Aquatic Center will be constructed on the site with student fees which were approved in 2007. The current Aquatic Center will close at the end of this semester. Completion date for the project may be 2019.

d. Presentation of Gift of Appreciation to the Biology Department. Wayne introduced Jeff Honda, Biology Dept. Chair, and thanked the department for hosting the ERFA Board for the past 10 years. Jeff thanked the Board and noted that he was always ready to provide assistance if there is anything we need. The Board expressed appreciation to Lonna for preparing the basket and Wayne for making contact with Biology.

e. New Member Orientation Information. Jill introduced the document. Several changes were recommended: add statement that the ERFA President is invited to sit on the graduation platform; omit color from headings and use SJSU ERFA through out the document. Joan moved that the document be approved; Lonna seconded. The motion was unanimously approved. Jill will make the changes and Carol will post the document to the web site.

f. Association of Retirement Organizations in Higher Education (AROHE). Joan asked the Board to decide whether to continue membership in AROHE for next year. The membership fee is \$120 / year. The AROHE National Biennial Conference will be held in Seattle this year (Joan will attend); regional conferences are held every year. SJSU will sponsor the regional meeting this year with the Center for Faculty Development covering the cost of lunch. Joan moved to continue membership and Abdel seconded. A discussion ensued on the value of membership to the members of ERFA. Suggestions: distribute AROHE information to our members; post our AROHE membership on our web site; invite AROHE speakers to campus. The motion passed with 1 vote opposed and 1 abstention.

7. Reports

a. Treasurer. Abdel reported that he has received more donations. The current balance is \$7,985.40 and the expected balance by June 30th is plus or minus \$8,000. We have spent less than budgeted.

b. Membership. Wayne reported the total membership is 288, the same as last month. This month there were 2 deaths offset by 2 new members.

c. Newsletter Editor. Gene reported that ERFA News will be mailed in mid-May after the luncheon. It will include the membership flyer and a request for donations. Jo will also mention the need for donations in her President's Message. Any notices for this newsletter should be sent to Gene ASAP. Gene requested that any suggestions for changes to the newsletter format be sent to him via email. Joan suggested summarizing any important information appearing in the CSU ERFA Reporter with links to the online version.

d. Webmaster. Carol reported that the web site is up-to-date. She will send an email to the Board indicating where the policies / procedures are located. Jo requested that Carol and Abdel work together to create a donation form for the web site.

e. Consolations. Jill stated that she had sent condolences to the family of Helen Brazil, and that today she had learned of the death of Theresa Hayland. Carmen reported that Roland Hamilton has died. The Board confirmed that the passing of Associate Members is noted in the In Memoriam section but not the deaths of members' spouses.

f. Small groups. Don reported that 11 attendees enjoyed "A Hologram for the King." Nancie added that the book is quite different from the film and very interesting.

g. Faculty Senate Report. Peter noted that at the penultimate session 10 policy recommendations were passed and 4 first readings were completed. All of the policies are listed on the Academic Senate's web site. Peter specifically noted ASP 1583 *Internships, Service Learning, and Off-Campus Learning Experiences* and ASP 1607 *Restoring Options for Students with Quantitative Reasoning Disabilities Affecting Math Skills*. A Faculty Diversity Report was distributed which indicated that presently our faculty consists of about 24% Asian, 2.8% Black, 5.5% Hispanic, 54% White and the rest Unknwn. Peter called attention to the Provost's Outcomes Report which is available on the Provost's web page. http://www.sjsu.edu/provost/docs/Provost_Outcomes_Report_2016_04_21.pdf Jo mentioned that she had distributed this report as an attachment about a week ago.

h. CSU-ERFA. Joan prepared a summary of the CSU ERFA State Council Meeting that was held at SJSU, April 23, 2016 which was attached to the Agenda. Bob distributed pertinent information about how to "opt in" to receive the CalPERS Health Plan Statement and Open Enrollment material by mail. If no action is taken it will only be available for view online. Jo thanked Don, Joan and Bob for their work as SJSU CSU-ERFA Representatives.

i. Archivist. No report, but note that the SJSU ERFA Archival Policy has been posted to the ERFA web site as a section of the Procedures Manual.

The discussion re a donation strategy was postponed until fall.

The Board expressed its appreciation to Jo for all her work and contributions as President.

The meeting was adjourned at 11:57 am. Thanks to Gene for refreshments.

Minutes submitted by Celia Bakke (for Dennis Wilcox)

Board Meeting Dates for 2016/2017

September 12, 2016

October 3, 2016

November 7, 2016

December 5, 2016

February 6, 2017

March 6, 2017

April 3, 2017

May 1, 2017