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## SJSU ERFA Board Minutes, June 1, 2020

San Jose State University, Emeritus and Retired Faculty Association

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# SJSU ERFA Executive Board Meeting Minutes

**Monday, June 1, 2020, 10:00 am via Zoom**

**Members Present:** Celia Bakke, Carol Christensen, Abdel El-Shaieb, Nancie Fimbel, Mary Jo Gorney-Moreno, Tim Hegstrom, Chris Jochim, Don Keeseey, Susan McClory, Bill McCraw, Lucy McProud, Joan Merdinger, Carmen Sigler, Lonna Smith, Jackie Snell and Beth Von Till.

**1. Call to order.** President-Elect Tim Hegstrom called the meeting to order at 10:00 a.m.

**2. The Minutes** of May 4, 2020 were approved.

### **3. President's Remarks.**

Tim welcomed Beth Von Till to the Board and noted that she will serve on the Membership Committee.

### **4. Program Committee Zoom Programs (Carmen Sigler)**

Prior to the Board meeting Carmen distributed a **Menu of Possible Virtual Activities/programs** which had been prepared by the Program Committee. She stated the successful implementation will require the collective effort of many Board members. The document consists of: **A. Ideas for conducting a virtual Fall meeting, B. Ideas for virtual activities organized by ERFA, and C. Ideas about resources that could be shared...** The board members indicated their support for several of the ideas including the Film Group and the "Class" Reunions. It was suggested that the initial virtual offerings be those which we have provided in the past in person.

**Film Group.** Don mentioned that the Film Group was planning to "meet" in mid-June. The Board felt that the invitation should be sent to the entire membership rather than just to those on the Film Group list. Don agreed to assume responsibility for this activity.

**Zoom Training.** The Board decided that it would be a good idea to offer a Zoom training program in June. Chris volunteered to conduct the training, and Tim will write an article for the Newsletter on how to sign up for a Zoom account in advance of the training.

**Fall Meeting.** The Board agreed that the best format for the fall meeting was a Webinar with a single speaker addressing the November elections. Lonna moved that we invite Garrick Persival, Chair of Political Science, to speak. Mary Jo offered a friendly amendment stating that if Garrick was not available then we invite Terry Christensen or Larry Gerston. The amended motion passed unanimously. Bill will assume responsibility for inviting the speaker. Carmen will send out a Save-the-Date announcement. The date will be October 16, 2020, the same date as the original in person fall meeting.

### **5. Activities Committee Fall Brunch (Lonna Smith)**

Lonna reported that she cancelled the Fall brunch.

### **6. New Distribution List (Carol Christensen)**

Carol announced that everyone with an email address on Jackie's list is now on the Google list. After this meeting Carol will send an email announcement informing the membership of the migration from Yahoo Groups to Google Groups.

### **7. Newsletter distribution (Don Keeseey)**

In fall 2020 most of the members will receive the Newsletter in digital format only. Don proposed that members must opt-out if they need/prefer a hard copy. After some discussion Nancie moved that the Board approve the opt-out option which passed unanimously. Don also suggested that flyers / announcements be sent electronically rather than mailing a printed version. This discussion was postponed for a future meeting.

## **8. Information and Payments (Jackie Snell)**

The discussion focused on simplifying the process for Jackie to receive changes to contact information reported by members when they renew their membership. All agreed that the renewal form and check would continue to be returned to Abdel. There will not be an "opt-out" box on the form re the digital version of the Newsletter. Jackie will send a draft revised renewal form to the Board.

## **9. Authentication for Zoom? (Tim Hegstrom)**

Tim stated that the University had distributed an email announcing that a Zoom host can now require that all attendees be authenticated through SJSU's single sign-on in order to block uninvited attendees. The Board didn't feel that this extra layer of security was necessary for our meetings.

## **10. Reports from Executive Board members as needed.**

**AROHE.** After the spring Newsletter is distributed Joan will send an email to all ERFA members in July inviting them to opt-in to receiving information from AROHE and will then forward that information to AROHE.

**Consolations.** Mary Jo announced that she had sent a card to the wife of Jonathan Lovell. She thanked the Board members who had shared with her reminiscences and stories of Jonathan.

**Newsletter.** Don stated that the Newsletter will be distributed very soon so please send any articles ASAP. Mary Jo moved and Lonna seconded that if the campus mailroom is not open, send the Newsletter via US Mail. Approved.

**Program Committee.** Tim thanked Carmen and the committee for their excellent work. The next Board meeting is scheduled for August unless the committee needs advice that cannot be addressed via email.

## **11. Adjournment.** The meeting was adjourned at 11:30. The next meeting is **August 3, 2020, 10:00 am, via Zoom**

Minutes submitted by Celia Bakke