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## **SJSU ERFA Board Minutes, September 14, 2020**

San Jose State University, Emeritus and Retired Faculty Association

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# SJSU ERFA Executive Board Meeting Minutes

**Monday, September 14, 2020, 10:00 am via Zoom**

**Members Present:** Celia Bakke, Steve Branz, Carol Christensen, Barbara Conry, Nancie Fimbel, Mary Jo Gorney-Moreno, Tim Hegstrom, Chris Jochim, Don Keeseey, Elba Maldonado-Colón, Susan McClory, Bill McCraw, Lucy McProud, Joan Merdinger, Bethany Shifflet, Carmen Sigler, Lonna Smith, Jackie Snell and Beth Von Till. **Guest:** Dave Elliott

**1. Call to order.** President Tim Hegstrom called the meeting to order at 10:05 a.m. Tim welcomed Bethany and Steve as newly appointed members of the Board.

**2. The Minutes** of August 3, 2020 were approved.

**3. Advice: Treasurer Position (Tim Hegstrom, Abdel El-Shaieb)** Abdel was not able to attend so he sent an email in advance of the meeting stating that he was retiring from the position of Treasurer. He will stay on until a volunteer takes over and will help him/her as much as possible. He also stated that the balance as of today (9/12/20) is \$13,519.45 and that paid membership is approximately 142 plus 28 paying dues through CSU-ERFA. Lonna noted that we should acknowledge Abdel's role in obtaining exempt status for ERFA under IRC 501(c)(7). Nancie recommended that Bill DeVincenzi be considered for the position. She noted that he has an accounting background and was always willing volunteer for many activities.

**4. Discussion: Preparation for October General Meeting (Zoom) with Speaker (Program and Activity Committees).** Bill obtained the title from Garrick: *Everything Old Is New Again: Crime, Politics, and the 2020 Presidential Election*. It was suggested that Chris set up a webinar "dry run" in advance of the meeting partially to test the capability of voting anonymously. Chris will send the invitation to the entire Board. The Newsletter will be issued at the end of September and will publicize the program. Bethany suggested that an email flyer be sent to the membership as well. Carmen stated that the Program Committee would create the flyer.

**5. Discussion: By-laws and Procedures (Dave Elliott).** Tim asked Dave to explore the following issues that are not addressed in our current Bylaws. Dave provided the following recommendations. **Electronic Meetings.** Roberts's Rules of Order (11<sup>th</sup> ed.) states that the minimum condition for electronic deliberations is "opportunity for simultaneous aural communication among members." Therefore, Zoom meetings which provide for both aural and visual interactions are permitted, but the Rules stress that provisions for such meetings should be included in the Bylaws to avoid any controversy. **Executive Board Authority.** The authority for managing the affairs of the association resides with the membership. The Executive Board has operated under the assumption that it is authorized to act for the association between general meetings of the membership. Dave recommends that the Bylaws state that the Executive Board holds this interim authority between meetings. **Meetings without a Quorum.** Dave noted that Robert specifically states that business should not be conducted without a quorum. Any decisions made at a meeting without a quorum must be ratified at a subsequent meeting, but there is no guarantee that these decisions will be approved. **Elections.** On the topic of elections Dave states that the entire membership must be involved. He thinks that elections could be conducted by mail. Bethany asked if elections could be conducted by email. CSU ERFSA ultimately decided that email was acceptable. Dave volunteered to write the statements for the Bylaws on the preceding points and will work with Tim, Carol, and Bethany. It was suggested that Jo Bell be asked to join the group. Lonna moved to accept this proposal, Nancie seconded and approval was unanimous.

**6. Consider designating the October 16 meeting as the annual meeting to conduct the Association’s business (Tim Hegstrom).** Carmen supported the idea. In order to ratify the slate of candidates, we would need a quorum of the membership. Tim asked Chris to investigate the process of voting using the Webinar format rather than Zoom. Nancie moved to designate the October 16<sup>th</sup> meeting as the Annual Meeting for the ratification of the slate of candidates. Barbara seconded. Carol reminded the Board that we must ask for nominations from the membership and also send the slate to the membership two weeks in advance of the meeting. It was decided not to list the Treasurer position on the slate at the time. The motion passed unanimously.

**7. Discussion: Membership, Dues, and Membership Categories.** Tim asked about the various ways to join our organization. Jackie stated that the retiring faculty submit the application form. Joan noted that most members are realized through recruitment, e.g., those who are invited to the President’s reception, retirees identified by Personnel and those who have joined ERFSA.

**8. Discussion: Planning for September Newsletter (Don Keesey).** Don noted that the September Newsletter is on track. Nancie shared that although there are no space limitations in the e-format the traditional 8 page Newsletter was still the advisable length.

**9. Consider Request from AMBIA (Tim Hegstrom).** Tim shared that AMBIA volunteered to provide a presentation to the Board training the members how to access the “Passport to Savings,” a free benefit for anyone who is a CSU ERSA member. After a brief discussion Tim announced that he would convey that the Board had declined the offer.

**10. Consider Extension Request to Awards Committee (Joan Merdinger).** Gilles Mueller conveyed to the committee that he needs a 1 year extension which would result in a deadline of March 31, 2022. The Board approved the extension. Joan shared that she had contacted the 3 awardees to create a short video at their convenience.

**11. Consider Motion to Rescind Decision to Require an “opt-out” to receive newsletter hard-copy (Mary Jo Gorney Moreno).** The question about whether the newsletter would be sent to administrators was clarified, and the motion to rescind was withdrawn.

**12. Reports on Program Committee Zoom Programs; Suggestions for Future Zooms.** The Zoom reunions were very successful with some colleges scheduling follow-up sessions. Carmen shared a report which briefly summarized the reunions and included the following table:

Academic Unit	Leaders	Participants	Follow-up
Business	Nancie Fimbel & Jackie Snell	7	October
Education	Lonna Smith & Elba Maldonado-Colón	8 including 1 from Hawaii	
Engineering	Lou Freund & Guna Sevalduray	19	Second reunion planned for October
Health & Human Services	Carol Christensen & Barbara Conry	12	Future reunion will be scheduled in Fall
Humanities and the Arts	Carmen Sigler & Lonna Smith	13 14 registered	Will schedule next reunion later in Fall

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Library	Jo Bell Whitlatch & Celia Bakke	20 Registered	
Nursing	Mary Jo Gorney-Moreno & Marian Yoder	12 One from Maine & Nipomo	Every 2 months
Science	Wayne Savage & Vida Kenk	7 One from Hawaii	Sept 22

**13. Report on Meetings with administrators, Deanna Fassett and Vin Del Casino (Joan Merdinger).** Joan met with these administrators to confer about the ERFA Faculty Awards which have been available to Tenured and Tenure track faculty and long term Lecturers. Both administrators noted that currently there is ample campus support for Tenure track faculty. Therefore, this year the Tenure track faculty will not be included in the RFP. Joan also stated that the awardees could use funds for conference fees but not travel which is being restricted by the campus.

**14. Consolation Notes (Mary Jo Gorney Moreno).** Mary Jo shared that she had sent two notes: one to the son of Ken Bradshaw and another to Jane Day on the death of her husband, Walter.

**15. Reports from Executive Board members as needed.**

**a. Biographies/Scholarworks.** Joan reported that over 300 biographies are available via ScholarWorks and encouraged Board members who have not submitted a biography to do so.

**b. Film.** Don reported that the August film was *Out Stealing Horses*. No film has been scheduled for September.

**c. Academic Senate.** Susan noted that the Senate will meet this afternoon.

**d. Webmaster.** Carol shared that Bethany took a class on migrating our files, and Carol is working on "clean up" before the migration.

**e. CSU-ERFSA.** Joan announced that CSU-ERFSA is seeking nominations, including self-nominations, for the position of Emeriti Academic Senator. This person is the statewide Academic Senate's retired faculty representative. Application deadline is September 21.

**f. AROHE.** Joan thanked the Board for sanctioning her to vote on behalf of ERFA regarding the proposed change to the AROHE Bylaws

**g. Newsletter.** Nancie requested guidance on SJSU faculty who have died but are not members of ERFA. Should they be listed in the Newsletter? The Board felt it was appropriate and desirable to do so.

**16. Adjournment.** The meeting was adjourned at 11:50. The next meeting is **October 5, 2020, 10:00 am, via Zoom**

Minutes submitted by Celia Bakke