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SJSU ERFA Board Minutes, October 5, 2020

San Jose State University, Emeritus and Retired Faculty Association

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SJSU ERFA Executive Board Meeting Minutes

Monday, October 5, 2020, 10:00 am via Zoom

Members Present: Celia Bakke, Steve Branz, Carol Christensen, Abdel El-Shaieb, 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. Vice-President Jackie Snell called the meeting to order at 10:12 a.m. as President Tim Hegstrom and others had difficulty in joining the meeting.

2. The Minutes of September 14, 2020 were approved.

3. Advice: Treasurer Position (Tim Hegstrom, Nancie Fimbel). Nancie reported that Bill DeVincenzi was too busy to assume responsibility for the position. She then recommended Bill Campsey, Accounting and Finance. Nancie reminded the Board that it may appoint a replacement for an elected position and the individual “shall serve until the annual business meeting at which regular election and balloting procedures will be followed to fill vacancies.” Tim was able to join the meeting at this point. He stated that he would ask Bill Campsey to serve.

Tim congratulated Nancie and Don on the excellent Fall 2020 Newsletter.

4. Discussion: Final Preparation for October General Meeting (Zoom) with Speaker (Chris Jochim, Program and Activity Committees). Chris reported that 45 individuals have registered to date. A dry run is scheduled for this afternoon which will serve to test the technical aspects of the Zoom webinar. Tim will introduce the meeting and Garrick will present some of his slides. On October 16th Bill McCraw will introduce the speaker, Tim and Carol will screen any questions, and Tim will present the questions to Garrick. Carmen suggested that the meeting announcement be resent as a reminder.

Carmen stated that she would schedule a meeting of the Program Committee to identify potential programs. She thanked Joan for sending information from AROHE on programs, and other ideas were garnered from the college reunions. These potential programs will be presented at the next Board meeting.

5. Discussion: Proposed Amendments to By-laws. The proposed amendments to the Bylaws reflect a consensus of the Bylaws Committee. The Committee needs the Board to vote to recommend the amendments to the membership for a vote at the spring business meeting. Tim suggested that the Board vote on each amendment separately. The amendments are:

a. **Proposed Amendment to Article V.** Add a Section 5, which would read as follows: Except for the election of officers and amending the Constitution or Bylaws, the Executive Board is authorized to act on behalf of the Association during interim periods between Annual Meetings of the Association. Passed unanimously by the Board.

b. The following proposed Amendment was amended by the Board (Fimbel, Snell). The initial version was the proposed amendment from the ad-hoc Constitution Committee. The final version was the amended version that was passed unanimously by the Executive Board and will be recommended to the membership.

Proposed Amendments to Article VI, Section I. (Initial Version, Bylaws Committee)
When possible, one meeting each year shall be designated as the annual business meeting of the Association; this meeting shall be called to receive reports of officers and committees, to act

on items recommended by the Executive Board and to conduct elections. Written notice of this meeting shall be given to the members at least two weeks in advance.

When a meeting of the Association is not possible, voting of the members on recommendations of the Executive Board and on Association officers may be facilitated by regular mail or by an electronic form of communication. When electronic technologies are used to facilitate voting by the members, hard copy ballots must be provided for those who are not able to use electronic forms of communication.

Proposed Amendments to Article VI, Section I. (Final Version, Executive Board)

One meeting each year shall be designated as the annual business meeting of the Association; this meeting shall be called to receive reports of officers and committees, to act on items recommended by the Executive Board and to conduct elections. Written notice of this meeting shall be given to the members at least two weeks in advance.

When an in person meeting of the Association is not possible, voting of the members on recommendations of the Executive Board and on Association officers may be facilitated by regular mail or by an electronic form of communication. When electronic technologies are used to facilitate voting by the members, hard copy ballots must be provided for those who are not able to use electronic forms of communication.

c. Proposed Amendment to Article VI, Section 3.

During times when in-person meetings are not possible, electronic communication technologies that provide opportunities for simultaneous aural and visual interactions between and among the members may be used to conduct meetings. Passed unanimously by the Board.

6. Discussion: Program Committee Zoom Programs. Are we leveraging these for memberships? Beth agreed to coordinate the effort in conjunction with Joan to reach out to those who attended Zoom reunions but are not members of ERFA. She will contact the hosts of the reunions for a list of names. If hosts have, or plan to obtain, a list of retirees from a college, Beth and Joan would appreciate a copy.

7. Discussion: What more should we do to make the transition to electronic forms of communication? (Joan Merdinger, Nancie Fimbel, Jackie Snell, Carol Christensen) Who should send notices to those without email? Who should send email copies of the newsletter to administrators? What return address should be used? How long should someone be kept on the email list of recipients if not paying dues? Should we give notice to those without email that they will receive only renewal notices, directory, and newsletters? Joan suggested that an ad-hoc committee address these issues. The members of the Membership Committee (Jackie, Joan, Beth, and Steve) plus Carol, Nancie and Mary Jo will serve on the committee.

8. Report on Meeting with Deanna Fassett re. Faculty Awards and Retirement Transitions Panel (Joan Merdinger). Tim, Joan and Jackie met with Deanna who will continue to provide support for the ERFA Faculty Awards process which will be conducted online. The Center for Faculty Development plans to send the notice out this week to Tenured Faculty and long term Lecturers (6 or more years). The Center also will continue to provide a program on transitions to retirement. **Donations.** Joan stated that traditionally the final Newsletter of the year included a request for donations for the award. The checks have been sent to Abdel who records the donor and the amount and then forwards the checks to the Foundation. A discussion centered on providing members the option of donating directly to the Foundation via credit card. Steve noted that the ERFA Research & Creative Activity Award is already listed on the Foundation website as a giving opportunity. Lonna mentioned that it is possible to provide a link

that takes individuals directly to a specific giving opportunity on the Foundation website. Beth, Joan and Abdel will address the details of these options.

9. Report on Selection Progress for Emeritus representative to Statewide Academic Senate (Joan Merdinger, Nancy Fimbel, Chris Jochim). Joan reported that two candidates are under consideration; the CSU ERFSA State Council will elect one to serve.

10. Volunteers for Nomination Committee. Tim asked for volunteers to serve on the committee along with Jackie. Elba volunteered and Beth stated that she was willing if there was a need. Tim will recruit others. The Board suggested that recent retirees would be a good choice.

11. Consolation Notes (Mary Jo Gorney Moreno). Mary Jo wrote a note to Manjari Ohala on the death of her husband, John. Mary Jo noted that she needed more information to include in the note for Susana Liu. Joan volunteered.

12. Other Reports from Executive Board Members, as Needed.

a. Treasurer. Abdel reported via email that the balance as of October 4th is \$13,961.42. The scholarship balance did not change; it is more than \$29,000.

b. Archivist. No report.

c. Biographies/Scholarworks. Joan reported that 331 biographies are available via ScholarWorks. Wayne Savage submitted the most recent one..

d. Film. Don announced that the group is scheduled to meet mid-month. The film will likely be *The Trial of the Chicago 7* from Netflix.

e. Academic Senate. Susan had no additional information since her article in the Newsletter..

f. Webmaster. Carol stated that the website is up-to-date..

g. CSU-ERFSA. Joan noted that there is an upcoming State Council meeting; it is scheduled for October 27th via Zoom.

h. AROHE. Joan shared that AROHE has developed ideas for virtual programs. She announced that CSU ERFSA has joined as a new trial member.

i. Newsletter. Nancie explained that the Fall 2020 Newsletter is the first all electronic issue. She stated that the print issues cost approximately \$1.50 including first-class postage. Don mentioned that the e-issues are saving us lots of money. This first issue was presented in a traditional format, but Clyde is working on an online version. It was requested that the elected officers send a photo to Don or Nancie.

j. Membership. Joan emphasized that the the entire Board is involved with recruitment. Jackie announced there are currently 199 members. Fifteen of these are new. Tim appointed Joan as the membership contact with CSU ERFSA.

13 . Adjournment. The meeting was adjourned at 11:34. The next meeting is **November 2, 2020, 10:00 am, via Zoom**

Minutes submitted by Celia Bakke