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## SJSU ERFA Board Minutes February 1, 2021

San Jose State University, Emeritus and Retired Faculty Association

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## **SJSU ERFA Executive Board Meeting Minutes**

**Monday, February 1, 2021, 10:00 am via Zoom**

**Members Present:** Celia Bakke, Steve Branz, Bill Campsey, 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.

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

**2. The Minutes** of December 7, 2020 were approved unanimously.

**3. Resolution to Honor Abdel El-Shaieb (Tim Hegstrom).** Tim presented the resolution to the Board. The members supported the resolution and noted a few editorial changes. Tim will send out a revised version to the Board. It was suggested that the resolution be presented to the Senate. Susan will contact the Senate Chair for clarification on the process. Bethany volunteered to put the resolution in the Senate's format and prepare an award / certificate. The resolution follows:

### **Resolution in Honor of Abdel El-Shaieb San José State University Emeritus and Retired Faculty Association February 1, 2021**

Whereas, Professor Abdel El-Shaieb has served with distinction as an Executive Board member of San José State University Emeritus and Retired Faculty Association for many years and as its Treasurer for more than a decade, and

Whereas, Professor El-Shaieb will now step down from the Executive Board to pursue other interests and personal obligations, and

Whereas, Professor El-Shaieb led the Association in creating the ERFA Tower Foundation account that funds the ERFA Faculty Research & Creative Activity Awards, and his diligent oversight of those funds has allowed the funding of additional awards, and

Whereas, Professor El-Shaieb led the Association in registering for non-profit status which makes contributions to the awards possible, and

Whereas, Professor El-Shaieb always ensured SJSU ERFA's compliance with State and Federal regulations by filing all the appropriate tax documents, and

Whereas, Professor El-Shaieb diligently protected SJSU ERFA in the event of liability by ensuring the payment of appropriate insurance premiums, and

Whereas, Professor El-Shaieb not only gave accurate and thoughtful advice about ERFA finances, but his advice showed that he cared about the membership and always promoted initiatives in support of making SJSU ERFA stronger and more visible as an organization, and

Whereas, his colleagues, to a person, admire his commitment to the Association and will greatly miss his participation, and

Whereas, Professor El-Shaieb's long and faithful service as Treasurer provides clear evidence of his care and concern for San José State University and his retired colleagues,

Whereas, Professor El-Shaieb's significant contributions to SJSU ERFA are only matched by his humble and self-effacing personality, and his example of true leadership by serving others without seeking recognition,

Therefore, be it resolved, that the Executive Board of the San José State University Emeritus and Retired Faculty Association commends Professor Abdel El-Shaieb for his distinguished service and wishes him well in all future endeavors.

By acclamation  
February 1, 2021  
(revised version)

**4. Report of Nominations Committee (Elba Maldonado Colon).** Elba, Steve, Lucy and Jackie are working on the nominations; they have not yet completed the slate and specifically noted the lack of a candidate as the ERFA Representative to the Academic Senate. Several names were suggested which the committee will address.

**5. Report and Discussion from Program Committee (Carmen Sigler).** Carmen distributed the committee report prior to the meeting.

**a. Planning for Travel Webinar with Christopher Elliott, "Be a Smart Traveler."**  
**February 9, 1:00 PM PST (Lonna Smith, Chris Jochim).** Lonna noted that there were 37 registrants to date. Lonna will serve as moderator and encouraged the board to submit questions for Christopher Elliott. ERFA is not providing a speaker's fee, but it was suggested that we make a donation to Elliott Advocacy, his non-profit organization. Lonna moved that we donate \$100; Chris seconded. The motion passed unanimously.

**b. Planning for Future Events (Carmen).** The committee is suggesting a socially distanced outdoor activity in lieu of an excursion. Carmen requested Board guidance regarding the date and place. After discussion it was decided that no decisions be made until the March meeting as perhaps there will be more direction from the county by that time. The committee is investigating additional webinars / presentations as these programs provide connections for the members, particularly those who live outside of this area.

**6. Motion: That the ERFA Executive Board approve the recommendations of the ERFA Faculty Research & Creative Activity Awards Review Committee (Joan Merdinger).** Joan distributed the committee report prior to the meeting. The report included the recommendation that Dr. Daryl Eggers, Professor of Chemistry, and Dr. Ryan Skinnell, Associate Professor of English and Comparative Literature, be awarded the ERFA Scholarly and Creative Activity Award and receive funding up to \$2500 each. The Board unanimously approved the recommendation. Letters will be sent to the awardees.

**7. Motion: That the ERFA Executive Board recommend the following amendment to the ERFA Bylaws to be voted on at the Annual Business Meeting. The amendment is underlined. (Nancie Fimbel).**

*Article III, Section 4: The Treasurer shall be responsible for the collection of dues and assessments, the payment of approved Association bills, the filing of tax forms, and the custody of the Association's funds. He/she shall be responsible for preparing and presenting to the Executive Board an annual financial report including a proposed budget.*

Bethany moved that the recommendation be approved; Jackie seconded. The Board unanimously approved. This change to the ERFA Bylaws will be presented to the membership for a vote at the May business meeting. The members will be notified of the recommendation two weeks in advance of the meeting.

**8. Report: Status of Contract with San Jose Charters (Abdel El-Shaieb).** Abdel submitted his report prior to the meeting. He recommended that someone “should contact Sara by email (and telephone if necessary). Please thank her for her help and commit to taking the Bus trip by April 1, 2022 (if the vaccinations are successful, we should all be fine by then). The question to ask Sara if the tip is part of the total payment. If not, how much is expected and when do we give it to the driver (before, during, or at the end of the trip). It should be in cash. This volunteer should also arrange for the parking (the bus and the participants) with the University Parking office.”

**9. Update: ERFA site migration (Bethany Shifflett).** Bethany announced that the migration has been deferred to May. She and Carol will have completed the transition of responsibilities prior to May.

**10. Update: Progress on Membership Committee Initiative (Joan Merdinger).** The Committee continues its outreach activities. In January 16 emails were sent to names received from CSU ERFSA. Also, the group is working on lists from the Colleges of faculty and lecturers who have retired in the last five years.

**11. Update: Ad-hoc committee on Treasurer’s duties. Where to bank? (Nancie Fimbel).** Bill will continue banking with US Bank. He has transferred the account to his name and obtained a debit card, and will continue working with Abdel.

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

**a. Archivist (Celia).** No report.

**b. Biographies/Scholarworks (Joan).** There are now 335 biographies in ScholarWorks. Joan sent invitations to Board members who have not yet submitted a biography.

**c. Film (Don).** The next meeting is February 7 (Superbowl Sunday). The film has not yet been selected.

**d. Webmaster (Carol, Bethany).** See #9.

**e. AROHE (Joan).** Joan has submitted the email addresses of those Board members who wish to receive AROHE emails.

**f. Membership (Joan, Beth, Steve).** See #10.

**g. Consolation Notes (Mary Jo).** Mary Jo sent a note to the Esther, widow of Robert Donovan. Mary Jo inquired if anyone had current contact information for Jean Wheeler.

**h. Treasurer (Bill, Abdel).** See #11.

**i. Newsletter (Don, Nancie).** Don announced that the target date for the next Newsletter is early March. This issue will contain a report on the Membership Committee and the recommendation to revise the Bylaws.

**j. Academic Senate (Susan).** No report as the Senate doesn’t meet until February 8, 2021.

**k. CSU ERFSA (Joan, Chris, Nancie).** Chris announced that the CalPERS Long Term Care program is in financial difficulties and will increase premiums. Joan offered to contact David Wagner, CSU ERFSA Health Benefits Committee Chair, to see if he is able to speak to ERFA membership about the CalPERS Long Term Care program.

**13. Adjournment.** The meeting was adjourned at 11:19 am. The next meeting is **March 1, 2021, 10:00 am, via Zoom**