

9-13-2021

## SJSU ERFA Board Minutes, September 13, 2021

San Jose State University, Emeritus and Retired Faculty Association

Follow this and additional works at: [https://scholarworks.sjsu.edu/erfa\\_minutes](https://scholarworks.sjsu.edu/erfa_minutes)



Part of the [Higher Education Commons](#), and the [Higher Education and Teaching Commons](#)

---

### Recommended Citation

San Jose State University, Emeritus and Retired Faculty Association. "SJSU ERFA Board Minutes, September 13, 2021" *SJSU ERFA Minutes* (2021).

This Article is brought to you for free and open access by the The SJSU Emeritus and Retired Faculty Association at SJSU ScholarWorks. It has been accepted for inclusion in SJSU ERFA Minutes by an authorized administrator of SJSU ScholarWorks. For more information, please contact [scholarworks@sjsu.edu](mailto:scholarworks@sjsu.edu).

# **SJSU ERFA Executive Board Meeting Minutes**

**Monday, September 13, 2021, 10:00 am via Zoom**

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

**1. Call to order.** President Jackie Snell called the meeting to order at 10:02 a.m.

**2. The Minutes** of June 7, 2021 were approved unanimously.

**3. Membership Renewal Notices (Steve Branz, Susan McClory)** Steve announced that he had sent renewal emails to the membership. He noted that a procedure was needed to identify those who didn't respond to the initial email. Bethany thought that it would be possible to sort the database list to identify those who have not yet paid. Steve commented that the bundling of CSU ERFA and SJSU ERFA dues was still confusing to some members.

**4. Program Committee and Activities Committee (Carmen Sigler, Lonna Smith)**

Carmen sent a detailed report in advance of the meeting.

**CalPERS Long-Term Care Webinar, August 18, 2021.** Carmen noted that the program was attended by more than 200 participants from several CSU campuses. She acknowledged the contributions of the presenters: David Wagner, Kim Malm and Don Moulds and thanked Chris and Joan for their assistance.

**SJ History Park.** This event is scheduled for Thursday, October 7, 2021, and the registration deadline is September 27<sup>th</sup>. After a welcome and introduction to the Park, small-group guided tours will be offered for The Santa Anna School, The Chinese American Museum and the Markham House. All visitors are required to offer proof of vaccination and also wear masks inside the structures. A box lunch will be provided after the tours. Carmen requested Board approval to distribute the invitation which was granted.

**Holiday Celebration.** Lonna reported that she had scheduled Library 225 for the Holiday Celebration on Thursday, December 2<sup>nd</sup>. Recently she was informed that no food or drink is allowed at this time. Lonna queried the Board if she should explore other venues, e.g., Flames. She is unsure if a deposit would be required and suggested offering brunch rather than lunch. She will check the prices and revisit this idea with the Board. It was recommended that we offer a virtual program rather than meeting in-person. Carmen noted that a Zoom event would need an artistic performance. Joan recommended that suggestions be submitted to the Program Committee for discussion with a report to the Board by next meeting.

**Fall General Meeting.** The meeting date is Friday, November 5, 2021 via Zoom. The speaker is Provost del Casino, but the agenda is to be set by the Board.

**5. Executive Board Vacancies (Jackie Snell).** Jackie reported that all positions are filled. Chis is the new representative to the Academic Senate, and he stated that he had been assigned to serve on the O & G Committee although the ERFA representative is not required to serve on a committee. Susan is transitioning into the ERFA Membership Committee, and Bethany has transitioned into the Web Administrator position.

**6. Committee looking into photo archive (Chris Jochim).** As a first step Chris intends to visit the ERFA Office to review the photographs on file. This statement prompted a question

regarding the use of Tower Cards to access campus buildings. Chris thinks that a new generation card is required. Steve noted that proof of vaccination must be recorded with the campus. He will try to resend the SJSU email that announces this requirement and provides a link to the registration site. (**Note:** Steve sent this email post meeting.)

**7. Fall Newsletter Progress (Nancie Fimbel, Don Keeseey)** Don reported that the deadline for submission is October 8<sup>th</sup>, and the newsletter will be distributed by mid-October. It will be too late to publicize the SJ History Park excursion, but a write-up and photos of the event will be included.

**8. Retired Faculty Privileges and Advocacy (Tim Hegstrom)** Tim compiled a check list of Prerogative or Privilege of Retired Faculty with a corresponding column identifying the date, by whom and how the information was distributed to the membership for some items. Tim requested 2 or 3 volunteers to help him prioritize the list and also asked the entire Board for input. Bethany, Nancie and Mary Jo agreed to assist. Nancie suggested that at least one benefit be highlighted in each Newsletter. Tim noted that in addition to the Newsletter emails can be sent to the entire membership if the matter is urgent.

**9. Ad-Hoc Committee Report (Joan Merdinger, Bethany Shifflett)** Joan reported that she, Steve, Bill, Abdel, Bethany and Beth met on June 21<sup>st</sup> to make recommendations to the ERFA President and the Board about the distribution of tasks due to Abdel's retirement from the position of Treasurer. The committee discussed: dues renewals, the ERFA Tower account for the ERFA Faculty Research & Creative Activity Awards program, additional tasks & coffee service.

**Dues Renewals.**

The Membership Committee member who maintains the database of members would be the person to send out the dues reminders. Steve assumed this responsibility in August. Two additional reminders are planned for non-responders.

Provide assistance to those members who want to bundle their CSU ERFSA and SJSU ERFA dues. Joan assumed responsibility for this role.

Bethany volunteered to work with Bill to set up electronic payment of dues for 2022 with PayPal.

**ERFA Tower Account.** The Ad-Hoc Committee recommends that one or more people assist with the ERFA Tower account. One could do outreach for donations. Mary Calegari is working to monitor and report on the account.

**Additional Tasks.** Bill will assume responsibility for Board insurance and the filing of tax forms / reports.

**Coffee.** Abdel coordinated the coffee for our in-person meetings. With the continuation of virtual meetings, coffee service will be addressed at another time.

Bethany set up a shared drive hosted on the SJSU server with two sections. One will coordinate the work between the membership database manager and the Treasurer. Bethany and Celia will meet to discuss using the other section to store ERFA documents for internal use.

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

**a. Treasurer (Bill).** On June 7, 2021 the bank balance was \$12,447.93. On September 13, 2021 the balance was \$14,209.22 with pending deposits of \$242.

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

**c. Biographies/Scholarworks (Joan)** Three hundred and fifty biographies have now been posted to ScholarWorks.

**d. Research and Creative Activity Awards (Joan)** Jackie and Joan met with Deanna Fassett who is preparing the announcement for the awards. This year tenured faculty, tenure-track faculty and lecturers with more than 6 years of continuous service will be eligible to apply. The balance as of July 31, 2021 for the Tower Foundation account is \$32,166.26.

**e. Film (Don)** Don reported that the film was *The Chair* (Netflix) which focuses on the challenges of a new Chair of the English Department in a small college.

**f. Web Administrator (Bethany)** Bethany shared her report in advance of the meeting. The SJSU website migration is underway. The ERFA website won't be affected until January 2022. It will look very different visually. There will be some structural changes that Bethany will handle.

**g. AROHE (Joan)** Early registration is open until September 17th for the virtual conference which is scheduled for October 12-14, 2021. Joan will send the link to the Board. She stepping down from the AROHE Board. If anyone is interested in serving on the Board, contact Joan.

**h. Membership (Joan)** Joan noted that the committee needs to meet. She acknowledged Steve who has done a great deal of work and welcomed Susan to the group. Joan also invited Bethany to join an upcoming meeting in her role as Web administrator.

**i. Consolation Notes (Mary Jo)** Mary Jo sent a note to Hugh Mumby's family.

**j. Academic Senate (Chris)** Chris noted that the Academic Senate meets this afternoon.

**k. CSU-ERFSA (Joan, Chris, Nancie)** Joan stated that the organization is searching for a new Executive Director; the State Council will meet on October 20, 2021 via Zoom.

Jackie announced that Mary Calegari is assuming responsibility for monitoring the Tower account.

**11. Next Meeting Date: October 4, 2021, 10:00 am via Zoom.** The meeting was adjourned at 11:21 am.

Minutes submitted by Celia Bakke