**Executive Committee Meeting Minutes**

Thursday, **December 14, 2017**

Time: **1:10 p. m.-2:30 p.m.**

Place: **Villa Gardens**

Present: S. Burstein, P. Brier, M. Cates, J. Fisher-Hoult, J. Galvan, D. Keane, D. Klein, H. Goldwhite, A. Gonzalez, N. Fabris, S.Felszeghy, D. Margaziotis, K. Reilly, D. Schaeffer,

B. Sinclair, E. Stein, F. Stahl, B. Taylor, D. Vernon

Absent: J. Cleman, J. Kirchner

1.0 Announcements

 1.1 Stan thanked Frieda for arranging the lovely luncheon at Villa Gardens

 1.2 There is still no obituary for Clem Padick.

 1.3 Jose asked if anyone had the new address for Jean Adenika Crovello.

2.0       Approval of Agenda

 2.1 M/S/P to move 6.2. to be included in 4.4

3.0       Approval of the Minutes:

3.1 M/S/P to approve the Executive Committee Meeting minutes of November 9, 2017

4.0       Officer and Committee Reports and Recommendations

 4.1 President’s Report

 4.1.1 The signature cards for the bank accounts have not yet been revised to show

 Stan’s name as President.

 4.1.2 In the meeting with Stan, John, Janet Dial, the President and the Provost regarding the naming of Lecture Hall #2 in honor of Len Mathy, in principle there was no objection but the issue was the money. The naming would require a donation and therefore a fund raiser would be needed. The suggestion was made that the remaining funds in Len’s account could be re-purposed, but this was not acceptable. The alternative to rename the Senate office suite was raised but not pursued. It was M/S/P unanimously that the money we now have in the Mathy account will be used only for fellowships. This decision is to be conveyed in a follow-up memo to the participants in the meeting. There was further discussion but no other decision.

4.2       Treasurer: Marshall Cates

 4.2.1. No further activity in the checking account

4.3 Fiscal Policy Chair: Marshall Cates

 4.3.1 By January 30 we have to state how much money we will need from the

 foundation to be able to fund the fellowships.

4.4 Fellowship Chair: Alfredo Gonzalez

 4.4.1 Alfredo presented follow-up to his feedback to the Scholarship Director regarding the on-line scholarship application: the group traits should be in logical order, not random; reduce the number of points for the letter of recommendation from 20 to 15 (Scholarship Director said we could establish our own rubric); add more direction for personal statement, such as “how will this fellowship help you achieve your educational goals”; in addition, add scholarship heading to all colleges’ websites to highlight scholarship opportunities; director will send screen shots to us so we can see how opportunity is presented; follow-up emails should be sent to those needing letters of recommendation.

 4.4.2 Alfredo presented the recommendations and discussion items proposed by the Fellowship Committee: The first recommendation that was that for the emeriti fellowships graduate students be classified (not having completed at least one 500 level course). Classified standing means that they have completed all eligibility requirements for the graduate program and that they have an approved program on file.

 4.4.3 It Was M/S/P to move to the following second recommendation before deciding on the first. The committee recommended against awarding fellowships to incoming graduate students, stating that determining who should be encouraged to attend Cal State with a fellowship is best left to departments and that the Emeriti Association is not in the best, perhaps not even appropriate, position to do this. Extensive discussion concerning this ensued, with the need to develop criteria for possible inclusion of incoming students. It was M/S/P to close debate on this issue.

 4.4.4 The committee would like a discussion of whether the Emeriti Association should award more scholarships to undergraduate students.

 4.4.5 The committee would like to discuss whether the amount of the fellowship should be increased from $1,000 ***after*** we get information from the Office of Student Financial Aid about the range of graduate fellowships and how an increase in the amount of the fellowship would effect the student’s financial aid package.

4.5 Academic Senate: John Cleman

 4.5.1. John distributed his report via email.

5.0 Old Business

5.1 Measures to stimulate interest in the Emeriti Biographies Project

 5.1.1 Measures to stimulate interest in and contributions to project – no discussion

5.2 Emeriti Involvement in Campus Address to Student Homelessness and Undernourishment – no discussion-

6.0 New Business

 6.1 Committee Officers who need to be replaced – no discussion

6.2 Fellowship Criteria – added to item 4.4 and following

6.3 Assignments for At-Large Members- no discussion

6.4 Maintenance of Archives- no discussion

7.0 Adjournment

 7.1 The meeting was adjourned at 2:38 p. m

submitted by Kathy Reilly