**Executive Committee Meeting Minutes**

Thursday, **February 8, 2018**

Time: **12:45-2:45 PM**

Place: **SA 110**

Present: S. Burstein, P. Brier, J. Cleman, M. Cates, M. Huld, D. Keane, D. Klein, A. Gonzalez, S.Felszeghy, D. Margaziotis, K. Reilly, D. Schaeffer, B. Taylor, D. Vernon

Absent: N. Fabris, J.Fisher-Hoult, J.Galvan, J. Kirchner, B. Sinclair, F. Stahl

1. Announcements
	1. Barbara will send a card to Neda Fabris who is resigning for health reasons.
	2. The speaker for the Spring luncheon has been selected. Deborah will discuss in her report.
	3. The Senate meeting honoring emeriti has been set for Tuesday, February 27 in Ballroom #3 at 1:45 p.m. All are encouraged to attend.
	4. The *Emeritimes* deadline for contributions was December 1; Ellen has more than enough material. The stuffing will hopefully occur before February 27. Deborah will try to get info about Spring luncheon into the newsletter before it goes out.
	5. Diane K. and Dorothy commented on the excellent publication of the Cal State Magazine which featured a student from the CCOE who has established a school for homeless children. Members suggested that information about emeriti faculty could be included in the class notes. It was M/S/P later in the meeting to invite the editor of the magazine to attend a meeting to acquaint her with our organization and make suggestions about including more information about us in future magazines.
	6. Diane K. announced that they are looking for speakers for commencement. Public affairs should look for people involved in both emeriti and alumni affairs.
	7. Bill announced that the NSS Strategic Planning committee review will occur next Monday. He is one of 3 members on the committee.
	8. Bill shared a 1963 football program he found featuring the Cal Poly Broncos and the Cal State LA Diablos at the Rose Bowl. All enjoyed seeing this historic document.
	9. Dorothy reported on the successful effort of the League of Women voters to repeal an MOU in San Gabriel which would have enabled ICE to work with the San Gabriel police department to identify undocumented individuals. Dorothy attended the meeting in which this was debated. She said this is a positive example of community organizations getting involved to influence local governments.
	10. Vilma Potter passed away on January 29. A note will be placed in the newsletter and an obituary will be printed in the next edition.
2. Approval of Agenda
	1. The agenda was approved as presented.

3.0       Approval of the Minutes

3.1 It was M/S/P to approve as corrected the minutes of the Executive Committee Meeting on January 11, 2018.

4.0       Officer and Committee Reports and Recommendations

 4.1 President’s Report: Stan Burstein

 4.1.1. There has not been further progress on renaming an office at ERFA in honor of Len Mathy.

4.2 Vice President Programs: Deborah Schaeffer

4.2.1 The Program Committee has arranged the details of the Spring luncheon. Debbie Covino will be the speaker, with a panel discussing the challenges the students today are facing: homelessness and the continuing need for counseling services. After the speakers, the annual meeting will be held. The RSVP will be due April 16. The cost is still $38. Dorothy will prepare the program. Alfredo suggested that the set up of the meeting might be changed to encourage more mixing – move the wine table closer to the registration table so people could stop there before going directly to their table. There may be a meeting in March to discuss other formats for future meetings. Ideas for future speakers were discussed, although it has been decided for the Fall luncheon that we will have one student who is a past recipient of the fellowship.

4.3       Treasurer: Marshall Cates

4.3.1 Marshall distributed a report showing little activity for the last month, with $16,955.23 in the credit union, with no withdrawals. The UAS account has $4,625, with $375 in withdrawals. The savings account has $10,042.12. The current balance in the Life Long Learning account is $5,973.75, reflecting deposits of $1,156.25 from 2 organizations. No new donors were listed. One membership is pending.

4.4 Fiscal Policy Chair: Marshall Cates

 4.4.1 There is still no money received from the large donation. We need to start discussion about how to use it when it is available. It can only be used for additional fellowships. The earliest the money would be available is June 2019, with a distribution in December 2019 for fellowships in 2020-2021 year.

4.5 Fellowship Chair: Alfredo Gonzalez

 4.5.1 Alfredo submitted a detailed report from his committee, consisting of

 J. Cleman, J. Galvan, D. Keane, and himself. February 15 is the deadline for submitting the changes they suggested for the criteria to award the fellowships. March 5-March 30 is the student application period. April 6 is the deadline for faculty references. April 9-June 1 is the period for reviewer training and evaluation of all the applications, and June 1 is the final date to notify Financial Aid of the award recipients. Alfredo also presented the scoring categories and rubric to be used by the reviewers, who will be paired into 6-8 review teams. There will be a discount for the Fall luncheon for non-Board reviewers. He emphasized again the need for non-board reviewers. The review period will be from April 13-May 11, with a preliminary meeting on April 12. The Director of Financial Aid will be invited to meet the reviewers at a time certain to be determined.

4.6 Lifelong Learning: Peter Brier

 4.6.1 Peter reported that on January 26 the governing Board met and passed the following resolutions: 1) The presenters will now receive $100 for each appearance; 2) In the case where the LLL needs to disburse the program’s assets should it ever need to end operations, the deposited funds in the LLL account would revert to the Emeriti Association to use as they see fit. The Governing Board members are: Peter Brier, Marilyn Friedman, Connie Corley, Victor Pierce, Ellen Pierce, and Carmen Avalos.

4.6 Academic Senate: John Cleman

 4.6.1 John’s written report centered on the first reading item concerning Retired Faculty Emeritus Status, Faculty Handbook, Chapter VIII. John interpreted the language in several sections, including the clarification of exceptional contributions, the requirement that the recommendation must be made by the departments/divisions/schools, and the requirement that a photo and brief biography be included in the status request (previously optional). He stated that though there was a fair amount of discussion about the items, none suggested there would be resistance to it. Long-term outstanding lecturers would be eligible for emeritus status.

 4.6.2. The second reading amendment concerning Constitutional changes for the Faculty Senate, was that the Provost could be a voting member of the Senate. After discussion, the amendment failed. There was another amendment, involving membership of graduate students (at least two) which also failed.

 4.6.3 There were efforts to revise the language of the proposal concerning faculty office hours. The clarity of the last sentence in the proposal was restructured.

TIME CERTAIN: 2:15

5.1 The nominations Committee (Dorothy, Bill, John, Stan) noted the need for 2 slates: One to be voted on by membership at the annual meeting, and one to be elected by the Executive Committee.

5.1.1 The slate to be presented to the membership at the annual meeting will consist of: President, Stanley M. Burstein (2018-2019); Vice President for Administration, William A. Taylor (2018-2019); Vice President for Programs, Deborah Schaeffer (2017-2019); Academic Senate Representative, John Cleman (2018-2019); Treasurer, Marshall Cates (2017-2019); Membership Secretary, Dorothy L. Keane (2018-2019).

5.1.2 The slate to be presented to the Executive Committee for continuing officers and appointed Executive Committee members consists of: Immediate Past President, John Cleman (2018-2019); Secretary, Kathryn C. Reilly (2018-2020); Corresponding Secretary, Barbara P. Sinclair; Historian-Archivist ( 1 opening), \_\_\_\_\_\_\_\_; Chair, Fellowship Committee, Alfredo Gonzalez; Chair, Fund Raising Committee, Diane M. Klein; Chair, Fiscal Affairs, Marshall Cates; Database Coordinator, Jose L. Galvan; Lifelong Learning Program Coordinator, Peter Brier; Webmaster, Demetrias J. Margaziotis; CSU-ERFA Council Delegates (1 opening), \_\_\_\_\_\_, Barbara Sinclair (2020), John Cleman, (2019); Members-at-large (6, with 2 openings): Stephen F. Felszeghy (2019); Martin Huld (2020); John Kirchner (2019); Diane M. Klein (2019), \_\_\_\_\_\_\_\_\_\_\_;\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *The Emeritimes* Editorial Board (2 openings): J. Theodore Anagnosen, \_\_\_\_\_\_\_\_\_\_\_\_; Harold Goldwhite; \_\_\_\_\_\_\_\_\_\_; John Cleman; Frieda A. Stahl (Chair); Life Executive Members (2 openings): \_\_\_\_\_\_\_\_, Janet Fisher-Hoult, \_\_\_\_\_\_\_, Frieda Stahl.

6.0 Old Business – not addressed due to time

6.1 Measures to stimulate interest in the Emeriti Biographies Project

 5.1.1 Measures to stimulate interest in and contributions to project

6.2 Emeriti Involvement in Campus Address to Student Homelessness and Undernourishment

7.0 New Business – not addressed due to time

7.1 Maintenance of Archives

8.0 Adjournment

 8.1 M/S/P adjournment at 3:15 p.m. after time extension approved.

Submitted by Kathy Reilly