

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

**Monday, November 7, 2022, 10:00 am via Zoom**

**Members Present:** Celia Bakke, Bill Campsey, Elaine Collins, Nancie Fimbel, Mary Jo Gorney-Moreno, Tim Hegstrom, Chris Jochim, Elba Maldonado-Colon, Susan McClory, Bill McCraw, Lucy McProud, Bethany Shifflett, Carmen Sigler, Lonna Smith, Jackie Snell, and Beth Von Till.

**1. Call to order.** President Mary Jo Gorney-Moreno called the meeting to order at 10:02 a.m.

**2. The Minutes** of the October 3, 2022 Executive Board Meeting were approved.

**3. Program Committee and Activities Committee (Carmen Sigler – Program Chair, Lonna Smith – Activities Chair)** Carmen thought that the Webinar was excellent and the questions were thoughtful. She thanked Bill, Tim, Chris, Lonna and Bethany. It was noted that Bill McGraw's introduction was impressive. Chris added that the Percivals provided an informative presentation and gave ERFA permission to share the video. There were about 30 participants from the 40 who registered. Carmen provided the link to the presentation to the membership and received "Thanks" for making it available. Bill Campsey asked whether an honorarium is appropriate. Carmen replied that she will send a Thank You note and that Mary Jo should send an official Thank You. After discussion it was decided that a donation would be made to the department, asking the Chair, Garrick Percival, where it should be directed. Beth moved that we make a donation to the department at the bequest of the Percivals for \$250 per speaker for a total of \$500. Motion passed unanimously

Lonna sent an email in advance of the meeting providing a detailed report on the Holiday Celebration scheduled for December 2, 2022. Lonna has designated 30 attendees in the contract as it is unknown how many will attend, but the number can be increased up to 10 days prior to the event. It is imperative that the flyer clearly state By Reservation Only. The deadline for reservations is Friday, November 18<sup>th</sup>. Lonna ordered lemonade and water but no alcoholic or hot beverages. We can provide non-alcoholic beer, but Spartan Eats needs to confirm that it is non-alcoholic. (Apparently, all non-alcoholic beers contain a minimal amount of alcohol so Lonna will need to reconfirm with Spartan Eats.) If we obtain permission Nancie will purchase the beer. Spartan Eats will set up and take down the Taco Bar buffet, but there will be no servers. Lonna has ordered black tablecloths and napkins for a modest charge. Nancie will send out the invitation. Mary Jo volunteered to provide vases and flowers and Lucy will create the name tags. Lonna will set up the registration table. Tim inquired about providing music, suggesting a Mariachi band. Carmen suggested that we schedule a musical performance for Spring.

**4. ERFA Research & Awards Committee (Joan, Lucy)** Lucy reported that the Center for Faculty Development sent out the RFP for the 2022-2023 award on October 11, 2022. The Office of Faculty Success Included a link to the application form in their October Newsletter and will include a link in their November Newsletter which will be distributed by email on November 18<sup>th</sup>. The CFD will send out another reminder before the application deadline of December 7, 2022 at 5:00 pm. Lucy asked for volunteers to serve on the Review Committee for the awards. Carmen, Beth and Elba volunteered. Joan and Lucy will serve as co-chairs.

**5. ERFA Tower Account (Joan, Jackie, Lucy, Elaine)** Jackie reported that she received a large check on Saturday. Therefore, the ERFA Research & Creative Activity Award account has \$30,091.26 as of 11/7/2022.

**6. Other Reports from Executive Board Members, as needed.**

**a. Treasurer (Bill)** Bill noted that there is about \$20,400 in the US Bank. The taxes have been completed and will be filed by the deadline of November 15, 2022.

**b. Newsletter (Nancie)** Nancie stated that she needs someone to write an article about the Percivals' presentation. Jackie volunteered to do so. Elba asked why some deceased members are listed in the In Memorium column while others are acknowledged with a more extensive write-up. Nancie provided a brief overview of the variations based on editor's choice. Gene wrote a longer column on everyone, but Don preferred the list format for most. She also asked if a person who is not a member is listed, e.g., two recently deceased colleagues are Kathryn Sucher and Azmi Ibrahim. It was decided to list the names of these individuals as our members want to know who of their colleagues have died whether they were a member or not. Tim thought that dates should reflect service at the university rather than birth and death. Nancie prefers this format as well but does not know if she can identify when a particular individual joined the SJSU faculty.

Nancie noted that in the October meeting it was suggested that recommendations for movies and books be included in the newsletter. These will not be included in the 2022 Winter edition, but she stated that we can visit this idea again.

The deadline for submittals is November 28<sup>th</sup> and distribution of the News will be the week of the Holiday Celebration.

**c. Archivist (Celia)** Celia reported that the current 2022-2023 RFP for the Faculty Award is now posted on ScholarWorks. Also, the eight previous RFPs are posted and linked to the current one. Therefore, next year will be the tenth year of the award which is quite impressive.

**d. Biographies/Scholarworks (Joan)** Celia reported for the committee based on notes from Joan. The biography project has 358 biographies posted on ScholarWorks, and the committee submitted an article to the newsletter encouraging participation of members in the project. Our special thanks to Bethany for working with the committee. She added additional information to the ERFA website including an updated Biography form. The committee continues to urge all Board members to participate in the project, will continue to do outreach to new ERFA members to submit their biographies, and will be contacting CSU-ERFSA members who are also SJSU ERFA members to submit their biographies.

**e. Web Administrator (Bethany)** Bethany submitted her report in advance of the meeting noting that she had posted the September minutes on the ERFA website and submitted them to ScholarWorks. She worked with Joan to update content and documents for the Membership Biographies web page, updated the documents in Qualtrics for membership renewals and new membership, and updated the Events webpage include the addition of a link to the Percivals' webinar. In the meeting she suggested that an agenda item for December address a once-a-year review of the website with those who are responsible for specific areas performing the review.

**f. Membership (Joan, Beth, Susan)** Susan reported that Joan was in possession of the latest report from CSU ERFAS regarding new retirees and would be sending them a "Welcome to ERFA" email. Susan also noted that she recently became aware of the fact that some members who sent checks to Billy Campsey also mailed him their renewal form. He informed her of those who had indicated changes to their contact information but he did not keep the forms. Therefore, any data regarding the number of members who had completed the renewal form is incomplete.

**g. Academic Senate (Chris)** Chris reported on the October 10<sup>th</sup> Senate meeting and the October 24<sup>th</sup> Special Senate Meeting on University Budgets. Several important First Readings were presented on October 10<sup>th</sup>. One from the Organization and Government Committee addressed the nature of future Senate meetings, including committee meetings, starting in Fall 2023. The options are: in person, via Zoom and hybrid. This agenda item prompted many questions. The Curriculum and Research Committee proposed amending University Policy S16-17, Academic Certificate Program. The objective is to update the policy and address other issues.

The Senate did approve a Sense of the Senate Resolution, which expressed solidarity with the movement spearheaded by women in Iran, namely, the “Women, Life, Freedom” movement. At the budget meeting Charlie Faas, VP for Administration and Finance, as well as Academic VP, Provost Vincent Del Casino reported to the Senate on the 2022-23 university budget.

**h. Retired Faculty Privileges (Tim)** Tim shared that the committee has addressed most of the items that were listed on the survey that the membership took about a year ago. The committee will meet on Monday and submit an article for the newsletter.

**i. AROHE (Joan)** No report.

**j. CSU-ERFSA (Joan, Chris, Nancie)** A virtual meeting was held on October 25<sup>th</sup>. Merry Pawlowski, the new Executive Director, was introduced as well as Bethany, the new Archivist. Membership has increased for the first time in several years. There is no new information on the Long-Term Care lawsuit. CalPERS has extended the contract with OptumRX for two years. The CSU/State Compact (funding) and Title IX were major topics of discussion at the state-wide Senate meeting. Re Title IX, consultants are visiting the campuses and will report their findings to CSU and DOJ. The Web Administrator asked the campus groups to submit activities to the calendar. Bethany suggested that we send our events to ERFSA to be placed on the calendar, and she volunteered to be the intermediary. Carmen supported the idea but not inviting others to our events. The consensus of the Board was to share information but not invitations.

**k. Consolation Notes (Mary Jo/Elba)** Elba reported that she sent a note for Kathy Sucher, but she needs an address for Paul Kauppila. She will send a note for Azmi Ibrahim. Kathleen Martinelli’s husband passed, and Elba will send a note, but his name will not be listed in the newsletter as spouses are not included.

## 7. New Business

Mary Jo provided the Fall Commencement schedule and asked for volunteers to attend the ceremonies. The volunteer assignments as of November 10, 2022 are:

### Thursday, December 15, 2022

Provident Credit Union Event Center

1. 9:30 a.m. - College of Science and College of Health and Human Science  
ERFA rep: Lucy McProud
2. 2:00 p.m. - Lucas College and Graduate School of Business  
ERFA rep: Nancie Fimbel
3. 6:30 p.m. - Connie L. Lurie College of Education, College of Humanities and the Arts and College of Professional and Global Education  
ERFA rep: Elba Maldonado-Colon

### Friday, December 16, 2022

Provident Credit Union Event Center

1. 9:30 a.m. - College of Social Science  
ERFA rep: Tim Hegstrom
2. 2:00 p.m. - Charles W. Davidson College of Engineering  
ERFA rep: Mary Jo Gorney-Moreno

**8. Next Meeting Date: December 5, 2022, 10:00 am via Zoom.** The meeting was adjourned at 11:41 am.

Minutes submitted by Celia Bakke