

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

**Monday, December 4, 2023, 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, Lucy McProud, Joan Merdinger, Winifred Schultz-Krohn, Bethany Shifflett, Carmen Sigler, Lonna Smith, Jackie Snell, Karl Toepfer, and Beth Von Till.

**1.Call to order.** President Elaine Collins called the meeting to order at 10:02 am.

**2. The Minutes** of the November 6, 2023 Executive Board Meeting were approved.

**3. Program Committee and Activities Committee (Carmen – Program Chair; Lonna (Activities Chair)** Carmen commented that the November 8, 2023 webinar on Artificial Intelligence was an excellent and informative program. She thanked Chris and the panelists for their contributions. She noted that in the past we have made a donation to an organization related to the speakers' expertise / research interests. Carmen moved that we make a \$250 donation to Silicon Valley Cybersecurity Institute to thank Dr. Fabio Di Troia for his presentation. The vote in favor was unanimous. Elaine will contact Dr. Troia.

It was announced that when the guests arrive for the luncheon, they will be asked to sign a form acknowledging permission to have their photos taken and perhaps posted in the newsletter. A discussion ensued about the form. It was decided that the signed form will apply only to this event and not future events. Sixty-eight have signed up, and Lonna will send a reminder on Wednesday. Since the portions are usually generous, Lonna ordered servings for 60. Jackie will deliver the wine and Martinelli's cider.

**4. Request to Donate to the Digital Humanities Center (SJSU Library & College of the Humanities and Arts) (Joan)** Joan was contacted by Ahn Ly, Senior Director of Development, College of the Humanities and Arts, to provide a donation for the Digital Humanities Center. Joan reported that the opportunity to participate in the crowdfunding campaign for the Center has closed. She recommended that the Board establish a committee to address donations in general. Nancie asked whether we had made a donation to the Center in the past since it is now in the third year of fundraising. Bethany recommended making a donation to the Library since it provides a great deal support to ERFA. Bethany also supported a committee to generate guidelines for donations and addressing honorariums for speakers and donations to speaker affiliated organizations. The motion passed unanimously. Bethany, Winifred and Beth volunteered to serve. Winifred will convene the group. **Post Meeting:** Celia, Nancie and Bill were not able to find any references to a past donation to the Digital Humanities Center.

**5. Meeting with Deanna Fassett about Transition to Retirement Panel (Joan).** On November 6, 2023 Elaine and Joan met with Deanna to discuss reinstating the panel at Noon after our 2024 February Board meeting. This panel is scheduled prior to the deadline for applying to participate in the FERP program. A second panel will be scheduled, perhaps providing information about CSU ERFSA. The Membership Committee is making plans for the panel. Joan alerted the Board that the President is always on the panel and perhaps past presidents may be approached as well. Joan announced that in January Deanna will be returning to a faculty position.

**6. ERFA Nominating Committee (Winifred)** Winifred shared the ERFA Nominating Committee Report in advance of the meeting. In her comments to the Board Winifred noted that the nominating procedures were not codified so Lonna volunteered to draft a document. To date the committee has not identified a nominee for the second At-Large position, therefore, Winifred

requested suggestions from the Board. Nancie asked Winifred to submit a paragraph for the Newsletter.

## **7. Other Reports from Executive Board Members, as needed.**

**a. Treasurer (Bill)** Bill stated that he had received one new membership check.

**b. ERFA Tower Account (Jackie, Lucy)** Jackie reported that the balance as of November 30, 2023 is \$32,656.26. In response to a question Jackie stated that she is receiving all the pertinent data for online contributions.

**c. ERFA Research & Awards Committee (Joan, Lucy)** Lucy reported that the deadline for applicants is this Wednesday, December 6, 2023. She will schedule a meeting with the committee in January and present recommendations to the Board at the February meeting.

**d. Newsletter (Nancie)** Nancie reported that everything is proceeding smoothly for the December Newsletter.

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

**f. Biographies/ScholarWorks (Joan)** Joan reported a total of 368 biographies.

**g. Web Administrator (Bethany)** Bethany shared her report prior to the meeting. She posted the October Board minutes to our website and forwarded them for posting to ScholarWorks, updated the donations page on our website to include the direct link for donations to be completed online, asked Scholarworks staff to update description on their website to read that the newsletter is out 4 times a year (not 5), and updated the Events webpage with a link to the AI webinar recording.

**h. Membership (Joan, Beth, Susan)** Susan sent her report in advance of the meeting. She updated the Membership List, removing deceased members and adding new members.

Active Members: 257

New Members: 20

Renewed via Check: 126

Renewed via PayPal: 63

Renewed via ERFSA: 26

Current Members Who Did Not Renew: 23

**i. Academic Senate (Chris)** The Academic Senate meeting is scheduled for this afternoon. At the November 6, 2023 meeting several documents received a first reading, therefore, the vote will take place today. The Provost was asked questions about class reductions. It was conveyed that January would have been a better time to make reductions when more information is available. O&G submitted an amendment to the policy on administrative representation. Professional Standards proposed changes to the policy on bullying.

**j. Retired Faculty Privileges (Tim)**. Ideas for future articles are: explaining how to access the New York Times, the current process for obtaining an ID card, confirming that retirees can attend athletic events with Faculty card.

**k. AROHE (Joan)** Joan briefly discussed the webinar on AROHE's partnership with Fidelity that she attended.

**I. Consolation Notes (Elba)** No report of deceased faculty, but Elba expressed condolences to Joan for the loss of her mother. Nancie noted that an announcement will appear in the Newsletter informing members that they may submit tributes to deceased faculty and also report any deaths.

**8 New Business.** The February meeting will be in person. Celia volunteered to bring snacks.

**8. Next Meeting Date: February 5, 2024, 10:00 am, tentatively in IRC 202 and via Zoom.** The meeting was adjourned at 11:00 am.

Minutes submitted by Celia Bakke