

SJSU ERFA Executive Board Meeting Minutes

Monday, April 1, 2024, 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, 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 10:00 am.

2. The Minutes of the March 4, 2024 Executive Board Meeting were approved.

3. Volunteers Needed for Commencement 2024 Ceremonies. Elaine stated that the signup sheets for ERFA representatives to the College ceremonies didn't work as envisioned so there are still vacancies. Several board members volunteered and will contact colleagues for additional volunteers. Bethany commented that perhaps it was time to voice concern over the proliferation of ceremonies. Tim noted that it is the students who prefer commencement ceremonies by college rather than a single university ceremony.

4. Newsletter (Nancie) The next Newsletter will be distributed in June. Nancie apologized for omitting the article about Elsevier discontinuing support for faculty profiles and the Biographies Committee response. A separate email about the profiles was sent to the membership. Joan commented that the information probably received greater notice than if it had been included in the Newsletter. Nancie stated that the archived edition of the Newsletter will contain the article.

5. Program Committee and Activities Committee: Spring visit to ISB (Carmen), and May 3 Business Meeting (Elba) Carmen reported on the April 12, 2024 tour of the Interdisciplinary Science Building. Lonna has prepared a list of local restaurants for the attendees. The entertainment for the May 3, 2024 annual meeting is not confirmed. It has been extremely difficult to make contact with the Mariachi Oroazul group. Carmen has been delaying sending an announcement about the meeting, but it must be distributed by the end of the week. The Board agreed that the announcement should not include information about a performance. The tentative agenda for the Luncheon and Annual Business Meeting includes the election of Board members for 2024 / 2025 and a brief presentation by one of the award recipients. When Carmen receives a response from the mariachi group, she and Elaine will determine the final agenda.

6. Procedures Document (Winifred, Bethany, Beth) Winifred stated that the version dated March 31, 2024 is the most recent. She requested that Board members submit any edits by **April 15, 2024** but noted that this is an ongoing process. Winifred would like to have a completed document by the May 3, 2024 meeting. Bethany requested that Winifred distribute the document by email as well as make it available on Google Docs.

7. Update of ERFA Communication Guidelines Document (Bethany) Bethany reported that Susan discovered that posting privileges to the ERFA Group Email List could be removed for a specific individual. Bethany suggested several recommendations for updating the guidelines. The final version of the amendment reads: "In situations where a member would like to convey information about their projects/activities, that person can send a notice for publication in the ERFA newsletter." Lonna moved to accept this amendment, Susan seconded, and the motion passed unanimously.

8. Update on ERFA Member Misuse of ERFA Group Email List (Tim) Tim spoke with an ERFA member who has been sending posts to the group list which are not ERFA related. The individual noted that he has received positive responses to the announcements. Tim responded that some members objected to these postings. The member promised he would try to refrain from using the list.

9. April retirement workshop (Joan) Joan reminded the Board that the panel is scheduled for Tuesday, April 16, 2024 and entitled: "I Have Decided to Retire: Now What?" This event is co-sponsored by ERFA and the Office for Faculty Success. Panel members are: Marie Garcia and James Lee from University Personnel, Elaine, Tim and Beth.

10. Other Reports from Executive Board Members, as needed.

a. Treasurer (Bill) Bill reported that the bank balance as of March 31, 2024 was \$17,778.97 and that it was time to renew our liability insurance.

b. ERFA Tower Account (Jackie, Lucy) Jackie reported that the balance as of April 1, 2024 was \$29,206. The funds have now been transferred to both faculty awardees.

c. Archivist (Celia) No report.

d. Biographies/ScholarWorks (Joan) Joan reported that about 50 members were affected by the Elsevier decision to no longer support Faculty Profiles. About 11 individuals are non-ERFA members who will be asked if they want to join. Joan gave a shoutout to Jo and Ji-Mei who are converting the profiles to biographies in ScholarWorks. The current number of biographies is 379.

e. Web Administrator (Bethany) Bethany sent her report in advance of the meeting. She posted the February Board minutes to our website and forwarded them for posting to ScholarWorks, sent our current constitution and bylaws documents to ScholarWorks, updated content on the Awards page and Awards fact sheet, and sent the Winter 2024 Newsletter to ScholarWorks and then linked to it from our website.

f. Membership (Joan, Beth, Susan) Susan presented information about the renewal form and the dues reminder and suggested several edits to the reminder. Only those individuals who want to make changes to their contact information in the Directory should fill out the form. Otherwise, Susan doesn't want the form filled out. Joan reminded the Board that the President's reception for retiring faculty is scheduled for April 23, 2024, 5:30 – 7:00 pm at University House. The committee has been very involved in planning for this event.

g. Academic Senate (Chris) Chris was not able to attend the March 18, 2024 meeting but noted one important agenda item was *AS 1866, Sense of the Senate Resolution, Support of Campus Culture of Collegial Curriculum Decision in Response to CSU Chancellor's Office and CSU Trustees Impending Plans to Changes to General Education* which was in support of the CSU Senate resolution noting lack of consultation on General Education requirements for transfer students.

h. Retired Faculty Privileges (Tim). Tim thanked Bethany for writing the column for the last Newsletter.

i. AROHE (Joan) No report.

j. CSU-ERFSA (Joan, Chris, Nancie) The next meeting is Saturday, April 20, 2024 via Zoom only as very few members planned to attend in person.

k. Film Group (Karl) Karl reported that on April 18, 2024 the group will be discussing the “*Holdovers*.” Email Karl if you want to join the discussion. He remarked that the discussions are interesting and lively whether attendees like the films or not. Lonna noted that Karl’s expertise in film added a great deal to the discussions.

I. Consolation Notes (Elba) Elba reported that Patti Swanson from Education had passed. It was announced that Ruth Jaffe had also passed.

11. Next Meeting Date: May 6, 2024, 10:00 am. The meeting was adjourned at 11:17 am.

Minutes submitted by Celia Bakke

4/6/2024