

(April 13, 2016 minutes BOARD APPROVED, MAY 11, 2016)

Minutes, ARF Executive board

April 13, 2016

Board Members Present: Alyce Akers, Dan Blake, Max Lupul, Ron McIntyre, Patrick Nicholson, Nancy Owens, Ann Perkins, Karen Robinette, Phyllis Russell, Christine Smith, Elizabeth Schneider, Diane Schwartz, Barbara Swerkes

Monthly Business

- 1. Call to order and adoption of Agenda:** Alyce Akers called the meeting to order at 11:12 a.m. in the “CSUN Orange Grove Bistro.” **MSP:** to approve the agenda.
- 2. Approval of Minutes:** Patrick Nicholson, filling in for Secretary Margaret Holzer who was excused.
MSP: to approve minutes as corrected.
- 3. Treasurer’s Report:** Dan Blake described the April budget update (attached). A full accounting of the annual budget will be reported for approval at the August 2016 board meeting.
- 4. President’s Report:** Alyce Akers said she would be commenting as subsequent agenda items came up. She also reported that ARF member Margaret Vernallis had suffered an accident. (Sandra Jewett may be contacted for updates on Margaret’s recovery.)
- 5. Board Members’ Announcements:** There were no announcements.

Reports of Standing Committees

1. Program Committee: Karen Robinette reported that for the April 6 field trip to the Norton Simon Museum the attendance was twenty-five members on the bus ride and two more who drove directly. There was a very enjoyable buffet luncheon at Mijares Restaurant in Pasadena. The museum visit itself worked wonderfully, with the group breaking up into many individual self-guided tours of the museum, including the gardens. Karen will soon distribute the 2016-2017 list of events. The next field trip will be on a **Thursday** instead of the traditional Wednesday.

Dan Blake reported that well-known columnist Sandy Banks has moved from the Los Angeles Times. She is now teaching in the Journalism Department at CSUN. The Committee is hoping to schedule her for an ARF Presentation.

There was a discussion of the Graduate Student Awards programs, various cost issues, and the luncheon invitations. ARF Awards will be presented at the Memorial Awards Luncheon. ARF supports three (student, adviser, guest) lunches per award.

Christine Smith spoke about the ARF-Hansen/College of Education awards. Joyce Linden and Christine Smith attended the awards luncheon and congratulated the recipients on behalf of ARD.

Winners of the ARF Awards and the ARF-Hansen/College of Education Awards will be announced in *ARF Notes*.

Karen is working on the brochures, certificates and announcements for the Awards process.

The CSUN-ARF General Meeting and Picnic will be held on June 4, 2016, once again at the home of Professor Juan Oliva of Family and Consumer Sciences. Many thanks to Juan!

Alyce Akers distributed a **sign-up sheet for much-needed help with the picnic.**

Dan Blake suggested -- and board members generally agreed-- that the Silent Auction be held concurrent with or soon after our November meeting, giving members the opportunity to purchase items for Holiday Gifts. Also, if enough items were available, a second auction could occur at the ARF Banquet. Karen will speak with Roberta Mauksch and Sandra Jewett regarding these changes.

2. Membership Committee: Diane Schwartz announced an important breakthrough for ARF with CSUN's Human Resources department. H.R. is now "completely on board" with helping ARF locate retirees from the counseling, library and teaching faculty. ERFA has been helping ARF with this issue, as well. Board members congratulated Diane on this breakthrough.

3. Newsletter: Ann Perkins reported that Saturday April 16 would be the deadline for submissions to the May-June issue of *ARF Notes*. She expected this issue will contain information about the 'Friends of the Botanic Garden' association, and about the status of plans for moving a commercial hotel onto the CSUN campus.

4. Historian: Christine Smith elaborated on the earlier discussion of the awards process. Also she spoke about gathering new materials for the ARF historian files and assisting her successor in the position. Board members congratulated her on her good service as ARF Historian.

5. CSUN Faculty Senate: Barbara Swerkes reported on the senate minutes (attached) and she highlighted an upcoming vote on the rights and privileges of emeriti faculty in Section 600 of the Administrative Manual, or “Blue Book.”

After a discussion of this subject, Ron McIntyre, Diane Schwartz, Patrick Nicholson and Barbara agreed to approach the senate PP&R committee for clarifications. (**Update:** Subsequently Ron wrote a statement of concerns to the committee Chair Sheila Grant. Sheila invited Ron, Diane, Barbara and Patrick to a PP&R meeting. Under Ron’s leadership, the session went quite well, requests were honored, and ARF’s suggestions were even improved by friendly committee suggestions. Penelope Jennings, now serving as a special consultant to Faculty Affairs, was the executive secretary of that meeting; she made particularly helpful recommendations.)

Barbara also highlighted the senate’s concerns over the question of enrollments impaction, and also the plummeting ratio of tenured-track to adjunct faculty at CSUN and throughout the CSU.

6. Website: Max Lupul announced that the Web is humming along at full speed.

Old Business

1. Nominations Committee: Ron McIntyre. Ron presented the committee's recommendations for 2016-2017 board positions (attached). The board unanimously accepted the list, which next goes to the General Membership Meeting in June for any further nominations and for elections.

2. Graduate Student Awards Committee: Nancy Owens presented the slate of scholarship recipients selected by the Awards Committee. Besides the recipients who will receive the full award of \$2000, she explained that the committee had decided to give two students each an award for one outstanding collaborative project and to split the \$2000 for a single project between them. The board agreed to this exception to traditional practice.

MSP to approve the slate of recipients proposed by the Graduate Student Awards Committee.

(**Update:** since the April meeting two donors have generously offered a gift to help increase the financial awards for the two students who produced one project. Subsequently, the board voted via email to accept this adjustment, and thank the donors.)

Nancy led a discussion of online applications and the need for consistency of format. Support letters still must be printed on paper and signed. She said there would be several awards questions to bring back to the board in the fall. Some of the matters will be about listing donors, *ARF Notes* announcements, and letters of thanks.

3. Bylaws Committee: Ron McIntyre. Ron chaired this long and hard-working committee that included Diane Schwartz, Max Lupul, Larry Caretto, and Dan Blake. He asked for questions or suggestions regarding the (attached) proposal. Board members had prior to the meeting examined the existing and the proposed new documents. With minor change (e.g., Sect. 8 on p. 13 replaced by Sect. 8 on p. 22) it was **MSP to approve the revised Bylaws.**

Referring back to his earlier report on Nominations, Ron asked the board members to consider **possible revisions of the Bylaws regarding positions.** For instance, perhaps the position of **Chair of the Programs Committee** should be detached from the succession of Vice President to President of the ARF Executive board. Currently the Vice President to President to Chair of Programs position entails a three-year commitment of one person.

Moreover, ARF may wish to extend the length of the Programs Committee Chair term itself, as planning for events tends to run on an at least two-year schedule. These considerations would take place fall 2016.

New Business There was no new business.

Adjournment was at 12:45 p.m.

The next Executive board meeting will be May 11, 2016