

ARF Executive Board Meeting

(Approved, September 9, 2020)

May 13, 2020

Board Members Present: Shan Barkataki, Daniel Blake, Pamela Bourgeois, John Clendenning, Timothy Fox, Catherine Jeppson, Robert Kiddoo, Sharon Klein, Virginia Lussier, Ann Perkins, Phyllis Russell, Diane Schwartz, Eugene Turner.

Board Members Excused: Caroline Arthur, Doris Helfer, Patrick Nichelson.

Monthly Business

1. Call to Order. President Bourgeois called the meeting via Zoom to order at 11:16 am.
2. Formal Adoption of agenda: **MSP** to adopt the agenda as distributed.
3. Approval of Minutes, April 8, 2020: John Clendenning, Secretary. **MSP** to approve the minutes as emended.
4. President's Announcements: Emergency Voting Procedures. President Bourgeois explained that because of the COVID-19 pandemic, the picnic and annual business meeting must be cancelled, and emergency voting procedures need to be established. She asked the board to approve email voting by the full membership regarding two matters: (1) approval of the annual business meeting minutes of the June 1, 2019, and (2) election (after two weeks allowed for additional nominations) of the slate of 2020/21 officers presented by the Nominating Committee. **MSP** to approve this voting procedure. [Subsequently, voting by email was conducted, the minutes were approved, the slated officers were elected, and President Bourgeois so notified the membership by email.]

Reports

1. Treasurer: Daniel Blake presented the Treasurer's Report for May 2020. The Total Account Balances as of May 11, 2020: \$142,620.48. This is a decline of \$7,724.68 which was due substantially to the expenditure of \$8,000 in Memorial Awards. Total Income: \$291.20. Total Expenses: \$8,015.88.
2. Program Chair: Sharon Klein presented the plan for speaker programs in 2020/21 which includes the following:
 - a. September: Dr. Hillary Kaplowitz (Technology and Education)
 - b. October: Commemoration of the Centennial of Women's Suffrage. A panel consisting of Virginia Elwood, Cynthia Rawitch, Janes Bayes, and possibly others will lead this celebration.
 - c. For November, February, and March: presentations by Jerry Rische, Larry Collins, Harold Goldwhite, and a speaker from JPL are being considered.
3. Membership Chair: Diane Schwartz. Current membership is 220.

4. Webmaster: Eugene Turner suggested that the ARF Website maintain a list of deceased faculty. He also reported that this year's Memorial Award winners have been posted on the website.
5. Faculty Senate Representative: Diane Schwartz. The Senate met via Zoom on April 30, 2020.
 - a. Three policy items were considered:
 - i. From EPC, international students enrolled in six units during the summer term through the Tseng College shall be deemed full-time students.
 - ii. From PP&R, in the cases of faculty responding to personnel evaluation and recommendation letters, the 10-calendar-day "clock" shall begin at the point at which the faculty member is notified by email that a letter has been placed in their campus mailbox.
 - iii. From PP&R (First Reading), a faculty member may decline to serve a third consecutive term on the committee.
 - b. President Harrison reported that the CARES Act provides some financial support to eligible students who have expenses relating to COVID-19. Revenue reductions have resulted in deferring maintenance and instituting a hiring chill. Expected enrollment in 2020/21 is uncertain.
 - c. Provost Walker reported that 70 positions in new hires have been approved. Of these 20 searches have been chilled. So far 3900 students have opted to change their Basis of Grading standard from A-F to either A-C or NC or CR NC. Of these most have chosen A-C or NC.
 - d. Senate elections will be held on line.

Old Business

Memorial Awards Committee: Timothy Fox reported that this year's committee has completed its work. Checks and certificates have been mailed to recipients.

New Business

1. Contingency Planning Taskforce. Daniel Blake and Robert Kiddoo reported on the construction of the Hotel and Orchard Conference Center and its anticipated impact on ARF. Construction is proceeding and is expected to be completed in March 2021. The facilities in the OCC will be outsourced and contracts are now being negotiated. Details are unclear. If we have a banquet this year, it will probably be held in the Colleague's Room.

2. Thanks to Pam. By acclamation, the Executive Board expressed its enthusiastic gratitude to President Pamela Bourgeois for her extraordinary leadership in this most unusual and difficult year.

Adjournment

There being no further business before the board, the meeting was adjourned at 12:25 pm.

Respectfully submitted

John Clendenning, Secretary