

**MINUTES: CSUN ARF EXECUTIVE BOARD MEETING**  
**Wednesday, April 14, 2021**

**Approved by the Board on May 12, 2021**

Board members present: Shan Barkataki, Daniel Blake, Pamela Bourgeois, John Clendenning, Timothy Fox, Leland Gassert, Catherine Jeppson, Robert Kiddoo, Sharon Klein, Virginia Lussier, Ann Perkins, Phyllis Russell, Cheryl Spector, Eugene Turner, Joel Zeitlin.

Board member absent: Pat Nichelson (excused).

**Monthly Business**

1. Call to order: Timothy Fox called the meeting to order at 11:06 a.m.
2. Formal Adoption of the Agenda: **MSP** to adopt.
3. Approval of the Minutes, March 10, 2021: Cheryl Spector. **MSP** to approve the minutes.
4. President's Announcements: Tim noted that the campus currently expects only 30% of fall 2021 courses will meet in person. He directed the Board's attention to CSUN President Erika Beck's remarks as recorded in Diane Schwartz's summary (previously distributed) of the March Faculty Senate meeting, which included results of a questionnaire distributed to 21,000 CSUN students (with a 16.5% return rate): "25% of the respondents wish to return to the campus for in-person instruction in the fall; 35% wish to continue online instruction in the fall; the rest had mixed views on the return to campus." The Board agreed to move up New Business agenda item 3 "Hybrid Meeting Format for Next Year" so that it could be considered in tandem with the Program Chair's report.
5. Board Member Announcements: none.

**Reports**

1. Treasurer: Dan Blake. Dan referred the Board to his previously distributed written report, noting that he had added information to the spreadsheet to highlight the effect of ARF's CD having matured on March 31, 2021. The CD funds --\$133,754.54-- have been deposited in a premium savings account (0.4%) while we explore alternative investments that would yield more than the current 0.5% available for a 15-month CD account at the Matador Credit Union. Discussion ensued. Bob reported that the CSUN Foundation would not be able to hold the money for us as they typically deal only with endowments. He has asked the CSUN Corporation whether ARF might be a "qualified campus entity"; if we are, then the Corporation could perhaps take charge of the money for ARF, which would likely introduce new constraints as the money would be beyond our direct control. Another possibility would be investing all or part of the money in an [Exchange Traded Fund](#) (ETF) or an [Equity Fund](#). Tim directed ARF's Fiscal Committee to

address these alternatives, with input from Shan and additional information from Dan. The bottom line: as of today's meeting, ARF's total account balances were \$161,566.42, with total income of \$252.22 and total expenses of \$178.88 since March 6.

2. Program Chair: Sharon Klein. Sharon reviewed her Program Committee meeting agenda (previously distributed to the Board), noting that she is building in flexibility for 2021-2022 by asking speakers to hold the usual Wednesday time slot (if we are still meeting via Zoom) as well as the following Friday time slot (if we are able to return to campus and take advantage of the Colleagues' Room). It might also be possible to broadcast our in-person meetings on Zoom for those who would otherwise find it difficult to attend. We would ideally meet for ARF meals (including the annual banquet and brunch, as well as some field trips and the picnic) in person. Having at least some of the programs on Zoom could give us added flexibility to hear from presenters who would otherwise require travel costs that ARF couldn't afford. In discussion, Board members noted that socializing in person has been a key asset of ARF membership. Sharon will know more about next year's plans by the time of our May Board meeting and will share the potential program list with the Program Committee. Possible topics so far include Guide Dog training; gemstones; the cognitive science of religion; cultural food issues; closing the math achievement gap for English-language learners; and the [Global Dental Relief](#) initiative (about which details were provided via email to the Board after this meeting). Board members expressed their preference for single speakers rather than panels of speakers. Discussion shifted to focus more directly on formats for next year's program. Hybrid formats (in which part of the program is in person but the speaker appears via Zoom) would require an additional camera to broadcast ARF members and audience questions. Bob reported that although the Orchard Conference Center will be completed very soon, it will not be open until January 2022. Bob will continue his efforts to engage either Chartwell or the University Student Union Executive Director, Debra Hammond, in conversation about a space for our planned programs.
3. Membership Chair: Phyllis Russell. Phyllis reviewed the lists of potential ARF members (report previously distributed via email) and noted that she has prepared nearly 50 invitations to be mailed out. The Board briefly discussed ARF's [membership policy](#) and its focus on faculty, with "other individuals deemed qualified for membership by virtue of close association with the faculty of CSUN." It was

**MSP:** to extend personal ARF membership invitations to three retired non-faculty individuals.

In addition, after further brief discussion, it was

**MSP:** to extend the traditional "first year of membership free" to new members who did not accept last year's invitation, likely due to the pandemic.

4. Editor *ARF Notes*: Ann Perkins. Ann asked for the Board's input about the May newsletter, noting that the July issue will have information about all the scholarship and award winners. Board members suggested that there would be plenty of room in the May newsletter for content including the book groups, Emeriti News, and other items submitted before the rapidly approaching deadline (April 19). Sharon volunteered to remind ARF members of this deadline in an announcement at this afternoon's program.

5. Historian: Virginia Lussier. Ginny asked that the Board take a formal vote on the new ARF Remembrance Policy so that information about it can be added to Article 5 of the ARF By-laws (under “Standing Committees”). It was

**MSP:** to adopt the formal Remembrance Policy and to inform ARF members about it by publishing it in the May ARF newsletter.

In discussion, it was noted that ARF member Ron McIntyre would be the best person to write and reword the policy for the By-laws, in concert with the Remembrance Committee. Cathy Jeppson (Remembrance Committee chair) will send Ron the latest version of the policy and will explain that the intention is to publish articles one and two of the policy in the By-laws, but not article 3. In addition, the May *ARF Notes* will include the list of *Remembrance Committee College Representatives*, the *Guidelines and Selected Resources for Writing Remembrance Articles*, and the *Criteria for Adding CSUN Faculty/Staff to the In Memoriam Page*. Ginny concluded her report by noting that she is working on the [Graduate Awards section of the ARF website](#) to clarify information about the Memorial Project Awards and to add new material about the Hansen Awards.

6. Webmaster: Gene Turner. Gene reported that the entries in the [memorial section of the ARF website](#) are currently listed chronologically by year, and within each year, alphabetically by the faculty member’s last name. He will be adding a search feature to the page so those viewing the page can readily find the names (and/or dates) they are seeking.
7. Members-At-Large: no reports.
8. Faculty Senate Report: Tim highlighted two points in Diane’s summary of the March Faculty Senate meeting: a first reading of a new policy for a new General Education package to include the Ethnic Studies requirement called for in AB 1460; and CFA’s announcement of a possible “permanency path” for lecturers. In discussion, a member also called attention to a first reading of another proposed policy to permit undergraduate students “to satisfy the UDWPE Requirement by taking the UDWPE or by passing two upper division GE courses with a C or better.”

### **Old business**

1. June Meeting: in Person? Bob will continue to seek a response to his request for us to use the Arbor Grill although he expects that they will say no. The Board will need to decide at our May meeting whether we will be having an in-person picnic.

### **New business**

1. 2021-22 ARF Board Election Slate and the Election Process for this year: Pam Bourgeois, a member of this year’s nominating committee, organized last year’s email voting process and will do so again this year. The election slate was previously distributed to the Board via email and after approval by the Board will be published in the May edition of *ARF Notes* along with a timeline for voting. It was then

**MSP:** to approve the previously distributed ARF Election Slate.

2. Memorial Awardee Approval Process: The Awardees will be selected next week due to the previously mentioned change in the Graduate Studies schedule. The Board's approval is typically *pro forma* though not unimportant. After discussion, it was:

**MSP:** to accept the Award Committee's recommendations as final for this year only (2020-2021).

In discussion, a Board member asked why the Board couldn't provide its approval at the May meeting. Tim explained that doing so would require the awardees to respond with their project summaries with unreasonable haste and would also delay the cutting of the award checks.

### **Adjournment**

There being no further business before the Board, the meeting was adjourned at 12:42 p.m.

Respectfully submitted,

Cheryl Spector, Secretary