

**JANUARY 2023 MINUTES followed by FEBRUARY 2023 MINUTES**

**CSUN ARF EXECUTIVE BOARD MEETING**

**FRIDAY, January 13, 2023**

11:00 AM -12:30 PM (In-person and via ZOOM)

**Approved ARF Board Minutes**

Board members present: Daniel Blake, John Clendenning, Cynthia Desrochers, Timothy Fox, Catherine Jeppson, Robert Kiddoo, Sharon Klein, Ron McIntyre, Ann Perkins, Cynthia Rawitch, Karen Robinette, Diane Schwartz, Eugene Turner

Board members excused: Patricia Miller, Pat Nichelson

**Monthly Business**

1. Call to Order: Board President Ron McIntyre called the meeting to order at 11:05 a.m.
2. Formal Adoption of the Agenda: **MSP** (Moved, Seconded, Passed) to adopt the agenda (slightly reordered)
3. Approval of the Minutes, November 4, 2022: : **MSP** to approve the minutes.

**Reports**

1. Treasurer: Daniel Blake reviewed the written Treasurer's Report for January 2023. Dan opened CD #45 for \$10,000 with a dividend rate of 4% on 12/13/2022. The Memorial Award donations for the past two months were \$2,628. Overall net income increased by \$2,763.36 since November 3, 2022.
2. Program Chair: Sharon Klein gave updates on 2022-2023 ARF Program Event Schedule. These include:

**February 17** – ARF Board meeting and a presentation by Dr. Leemon McHenry who coauthored the book “The Illusion of Evidence-Based Medicine

- Exposing the Crisis of Credibility in Clinical Research ( with Jon Jureidini) .  
The planning for this event is all set.

**March 4** - The Soraya event at 3 p.m. : “Yamato – The Drummers of Japan “  
concert followed by a reception. The cost of reception will be approximately  
\$2100 - \$2600. plus tax for 35 people. The Program Committee is looking  
into the possibility of having a no-host bar at the reception. Participants will  
need to buy tickets to the concert ( about \$41) . The reception will be paid for  
by ARF. There was a motion from the Program Committee to approve  
funding for the reception. Sharon will send more information to ARF  
regarding getting the tickets for the concert.

**April 12** – An elegant coach(bus) has been secured for the ARF field trip to  
Academy Museum of Motion Pictures. The cost to participants is \$17.50 for  
entrance to the Museum ( if you are not a museum member) plus a tip for  
the bus driver.

The remainder of the ARF schedule for 2022-2023, including the 2023 May  
Brunch ( May 6) and the June Picnic ( June 3) is being finalized.

**Program Schedule for 2023-24** - The programs will occur on selected  
Fridays from 12:00 – 2:00 pm.

3. Membership Chair: Timothy Fox will send out an addendum to the 2022-  
2023 ARF Directory next week. ARF membership has decreased to 190  
members. We need to work on increasing membership. ARF Interest Groups  
need more available slots.
4. Remembrance Chair: John Clendenning commented on how good the  
Remembrance articles were in the ARF Notes. The Committee is organizing  
memoriam articles that need to be written.

5. Newsletter Editor – Ann Perkins said that the newsletter deadline for the March newsletter is February 18.
6. Webmaster – Gene Turner asked that we send website updates to him.
7. 2022-2023 Representative to Faculty Senate: Ron McIntyre distributed by email written reports for the November 17, 2022 and December 15 2022 CSUN Faculty Senate Meetings.
8. ERFSA Report: Tim Fox reported that 5 ARF members recently joined ERFSA. The next ERFSA meeting will be in late April.

### **Old Business**

The *ad hoc* committee ( Dan Blake, Ron McIntyre, Cynthia Rawitch) on ARF-CSUN relations had a meeting with Nichole Ipach, Vice President for University Relations and Advancement. Nichole reported the following.

- William Watkins, VP Student Affairs, is happy to include the ARF Memorial Award winners in the honors convocation/commencement student accomplishment listings.
- Kristina de la Vega, AVP Human Resources, thinks that HR should be able to work with ARF to create a webpage with ARF recruitment information that HR and Faculty Affairs could point retiring/ retired faculty to.
- Nichole Ipach thought University Relations and Advancement could work with ARF to share information about ARF with the campus.

### **New Business**

Tim Fox will be the chair of the Memorial Awards Committee for 2022-2023. Tim will recruit members for the committee. The Memorial Awards application form needs to be updated on the ARF website. Important near-term deadlines include (1)

Inform Graduate Studies of the availability of the ARF Memorial Awards by the end of January; (2) Committee needs to establish ARF Memorial Award application deadlines so that the awardees can be approved at the April ARF Board meeting; (3) Awardee decisions must be made early enough to that awards may be listed in the honors convocation/ commencement materials.

Cynthia Rawitch, as ARF President-Elect, will monitor ARF telephone messages and ARF email.

### **Adjournment**

There being no further items on the agenda, the meeting was adjourned at 12:50 p.m.

**Next Board Meeting: Friday, February 17, 2023 at 11:00 am.**

Respectfully submitted,

Diane Schwartz, ARF Board Secretary

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**Approved ARF Board Minutes**  
**CSUN ARF EXECUTIVE BOARD MEETING**  
**FRIDAY, February 17, 2023**

11:00 AM -12:30 PM (In-person and via ZOOM)

Board members present: Daniel Blake, Pamela Bourgeois, John Clendenning, Cynthia Desrochers, Timothy Fox, Catherine Jeppson, Robert Kiddoo, Sharon Klein, Ron McIntyre, Patricia Miller, Ann Perkins, Diane Schwartz, Eugene Turner

Board members excused: Pat Nichelson, Cynthia Rawitch, Karen Robinette

### **Monthly Business**

4. Call to Order: Board President Ron McIntyre called the meeting to order at 11:05 a.m.
5. Formal Adoption of the Agenda: **MSP** (Moved, Seconded, Passed) to adopt the agenda.
6. Approval of the Minutes, January 13, 2023. **MSP** to approve the minutes.

**Discussion – Strengthening ARF’s campus connections.**

Nichole Ipach (VP, University Relations and Advancement; President, CSUN Foundation) and Shellie Hadvina (AVP, Development and Alumni Relations) attended the ARF Board meeting. They reported that:

- The ARF Memorial Award winners will be recognized at CSUN's Honor's Convocation and Commencement.
- Shellie Hadvina from Development and Alumni Relations has invited ARF to use the conference space in the Alumni Association facility for ARF Board meetings and speaker events.
- Outstanding ARF Memorial Award winners may be considered for stories on noteworthy graduates.
- Alumni Association members may be invited to attend ARF speaker events of interest to them, and ARF members may be invited to participate in some alumni events.

The discussion concluded with questions from the ARF Board about finance and communication issues that might arise from a closer connection with Foundation, if that should occur.

### **Old Business**

The Memorial Award Committee reported that they have coordinated with Graduate Studies on schedule for graduate scholarships. March 24 will be the application deadline for the ARF Memorial Awards. The ARF website will be updated with the application form. Tim Fox, as chair, will appoint a new ARF Memorial Awards Committee.

A Nominating Committee for the 2023-2024 ARF Board is needed. The Nominating Committee will be the Immediate Past President ( J. Clendenning) , the Current President (R. McIntyre) and the President -Elect ( C. Rawitch) of the ARF Board. Ron McIntyre will chair the committee.

### **Reports**

9. Treasurer: Daniel Blake reviewed the written Treasurer's Report for February 2023. Our overall net income decreased over the last month by \$152.29.

The Board went on to discuss the questions "Is there a need to raise ARF dues?" and "Should we raise ARF dues?" ? Currently ARF dues are \$36 per year. If we raise the dues, we must increase the dues by at least \$1 per month

which would set the dues at \$48 per year. Some ongoing ARF expenses are increasing. The issue of raising ARF dues was referred to ARF's Planning and Finance Committee ( Blake, Kiddoo, McIntyre)

10. Program Chair: Sharon Klein gave updates on 2022-2023 ARF Program Event Schedule. These include:

**March 4** - The Soraya event at 3 p.m. : "Yamato – The Drummers of Japan " concert followed by a reception. The reception is being hosted by ARF.

**May 6** - ARF Memorial Graduate Student Project Awards Brunch . There may be a conflict with space in the Orchard Conference Center with an event hosted by President Beck. We are looking at the Colleagues Room as an alternative space for the Brunch.

**June 3** – Annual Picnic and General Meeting. ARF is hosting the picnic at the Arbor Grill.

Ideas for 2023-2024 ARF Programs that are being considered include:

- Library Event
- Los Angeles history speaker
- There is a lot of interest in Quilts among the ARF membership. Is there a speaker that we might invite that would speak about quilting?
- Invite Colin Donahue and possibly other CSUN VPs to speak to ARF members.

11. Membership Chair: Timothy Fox reported ARF currently has 194 members. ARF will do a Spring membership drive to increase the membership. There was a suggestion to invite these new members to the June picnic.

12. Remembrance Chair: John Clendenning had no report.

13. Newsletter Editor – Ann Perkins said that the March newsletter will go to the printer on Feb 22. Ron McIntyre agreed to summarize conclusions from the Board's discussion with Nichole Ipach and Shellie Hadvina for inclusion in the newsletter.

14. Webmaster – Gene Turner will update the ARF website to include the new ARF Memorial Awards application form.

15. 2022-2023 Representative to Faculty Senate: Ron McIntyre reported that the Senate had a first reading on a new policy regarding changing the criteria for appointing Interim Department Chairs. The Senate is also considering a policy change that would add a Preamble to Section 600 and 700 regarding equity, diversity and inclusion , the purpose of which would be to insure equity and fairness for all.
16. ERFSA Report: Tim Fox reported that ARF has good communications with ERFSA.

### **Adjournment**

There being no further items on the agenda, the meeting was adjourned at 12:25 p.m.

**Next Board Meeting: Friday, April 14, 2023 at 11:00 am via Zoom.**

Respectfully submitted,  
Diane Schwartz, ARF Board Secretary