

**\*\*\* This document contains minutes for both  
January 12 and February 9, 2024 \*\*\***

**MINUTES  
CSUN-ARF BOARD MEETING**

**FRIDAY, JANUARY 12, 2024**

**MEETING VIA ZOOM EXCLUSIVELY**

1. **CALL TO ORDER.** ARF President Cynthia Rawitch began the meeting at 11:05 A.M.

2. **Members in Attendance:** Cynthia Rawitch, Diane Schwartz, Ronald McIntyre, Patricia Miller, Patrick Nicholson, Dan Blake, Ann Perkins, Tim Fox, Eugene Turner, Michael Barrett, Cynthia Desrochers, David Fox, Catherine Jeppson, Robert Kiddoo, Sharon Klein.

**Excused:** Karen Robinette.

3. **MINUTES APPROVED:** The board unanimously approved the minutes of the ARF board Meeting for November 17, 2023.

4. **PRESIDENT'S ANNOUNCEMENTS.**

Cynthia R. reported that Jolene Koester, former CSUN President and Interim Chancellor of the California State University System, has agreed to speak in person at the CSUN-ARF meeting in September. Her tentative subject is "What It Takes to Be a Chancellor in a System like the CSU."

## 5. BOARD MEMBERS' ANNOUNCEMENTS (No Announcements)

### OLD BUSINESS

1. Cynthia R reported that ARF retains an office in the Retiree's Center on the first floor of Santa Susana Hall. The office provides files and the ARF telephone with voice mail and access for messages. The office is part of a complex of three offices that ARF shares with statewide CSU-ERFSA. **The ERFSA offices are maintained by executive secretary Melanie Mamakos (818) 677-6522.** Melanie and the ARF President have keys to the Center's doors. Cynthia is working with Melanie on improved signage for all the Center doors.

2. It is an important accomplishment that President Cynthia has been able to preserve the ARF phone (818) 677 7848 and ensure the overall status of the ARF office.

Diane, Cynthia R and Dan Blake are looking into this and related ARF office issues. They will report back to the board.

Bob Kiddoo reported that he is securing plaques from the former Faculty Club (later called the Orange Grove Bistro. The building is now on the verge of being defunct). The plaques honor several founders of the Club.

3. Cynthia updated the board on several issues and problems for retired faculty who do not have certain perquisites associated with holding official emeritus status. ARF represents all retired faculty – full-time faculty, lecturers, counselors, librarians, et al-- but the university withholds certain privileges from many who are not titled "emeritus/emerita." These "perks" include parking privileges, placement in the university directory, email, library privileges, and more.

## **NEW BUSINESS**

1. Pat Miller pointed out that ARF needs a discussion about the protocols  
for on-going/annual events, such as trips, receptions, etc., instead of re-inventing them every year. It was agreed that a group will be formed to discuss this important question with Pat.
2. A group was established by unanimous vote to be the Nominating Committee for the **June-elections slate**. The slate will be presented at the April meeting of the board.

### **The Nominating Committee:**

ARF Past President Ronald McIntyre  
ARF Current President Cynthia Rawitch  
President Elect Diane Schwartz  
At-Large Member Michael Barrett  
At-Large Member Catherine Jeppson

3. Treasurer Dan Blake suggested that, as ARF Program Committee members discuss new activities, they include a discussion regarding SCAARF protocols for the selection of cafes/restaurants. He also recommended that Jim Dole, the SCAARF coordinator, be part of these discussions. There was unanimous agreement with these suggestions.

## **REPORTS**

1. Treasurer: Dan Blake. Dan reported that ARF's net income has climbed as is usual in the last months of the year when we collect our annual dues and solicit Memorial Award Fund donations for the year while incurring relatively low expenditures (just 3 speaker meetings). The current higher interest rates mean that ARF's CDs are also contributing notable interest income to our coffers. This relatively high revenue, low expenditure period is in sharp contrast to the Spring when ARF has a number of relatively expensive events and only sporadic dues payments and Memorial Award donations.

The major expense items during the Spring include the upcoming Soraya reception, two more speaker meetings, the Memorial Award Brunch, the Graduate Project Awards (4 awards at \$2500 each), and the Annual Picnic, along with the usual printing and postage costs.

**Prior to this meeting Board Members had received Dan's detailed report via email.**

2. Program Chair: Pat Miller. **Pat had earlier emailed to Board members the Program Report(s).** She noted that the quest continues with Chartwell for reliable multi-directional microphones for board meetings. Especially for mixed Zoom/in-person meetings, it is important to have more effective acoustic equipment. Tim Fox remarked that we will soon need dates for the 2024 Student Awards process and event.

**A Motion was Moved Seconded and Passed unanimously** that Tim Fox continue as Chair of the Graduate Project Awards selections committee, and that the award of \$2,500 for each of Four Honored Students continue.

3. Membership Chair: Tim Fox. Tim reported that ARF currently has 186 members and that the latest Roster has been mailed.

He is concerned that there is a downdrift in active membership. In the spirit of increased outreach, he asked for permission to expand for new members the one-year free membership to fifteen (15) months. Tim also suggested the use of AVERY labels for the use of more postcards to prospective members. The cost of the postcards and mailing would be about one dollar each per sending. Tim also will send postcard event announcements to members who have requested notifications by U.S. Mail. Treasurer Dan Blake noted that for reduced postal costs ARF is a recognized non-profit.

**The Board Members agreed unanimously with the fifteen-months free membership for new members and with the postcard proposal.**

4. Remembrance Chair: Ron McIntyre. Ron reported that several new memorial notices will be coming out soon. He also noted that recent-past ARF President John Clendenning, one of the Memorial writers, is temporarily slowed down due to a successful surgery. Good wishes to John!
5. Newsletter Editor: Ann Perkins. Ann announced that **the deadline for submitting articles to the March Newsletter is February 16.** A discussion ensued about the use of the ARF logo which often includes a cartoon of a dog ("arf"). Discussion to be continued. Tim Fox reported that he has a copy of the official letterhead for ARF stationery (no dog logo) which he will email to members.
6. Historian: Karen Robinette. Not present. Excused.

7. Webmaster: Eugene Turner. Gene Turner commented that for the WEB he is waiting for the board minutes of the last meeting. Diane Schwartz is sending Gene the minutes.
8. CSUN Faculty Senate: Cynthia Rawitch. President Cynthia was unable to attend the Senate session last month. She commented that recently the Senate is consumed by discussions of subjects concerning equity and seems unwilling to make decisions about any over-reaching language without defining first what the words mean and how the University could measure success.
9. CSU ERFSA. Representative Tim Fox noted that the Spring ERFSA meeting (probably at CSU Dominguez Hills) is due to be an in-person session with ZOOM accommodations. The exact date is not yet determined. CSUN ARF reps Tim Fox and Patrick Nichelson hope to attend.
10. Program Chair: Pat Miller. **Pat had earlier emailed to Board members the Program Report(s).** She noted that the quest continues with Chartwell for reliable multi-directional microphones for board meetings. Especially for mixed Zoom/in-person meetings, it is important to have more effective acoustic equipment. Tim Fox remarked that we will soon need dates for the 2024 Student Awards process and event.
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13. Historian: Karen Robinette. Not present, excused.

14. Webmaster: Eugene Turner. Gene Turner commented that for the WEB he is waiting for the board minutes of the last meeting. Diane Schwartz is sending Gene the minutes.

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## **GOOD AND WELFARE**

1. Dan Blake announced that our November meeting refreshments and our 12 - 1 pm luncheon for ARF members had a net cost of just over \$570 and provided meeting refreshments as well as lunch and socializing time for 30 attending members who contributed \$15 each to the lunch costs. Our meeting refreshment cost without the

lunch and social hour is about \$550 (a \$500 minimum catering fee plus sales tax). ARF intends to maintain the popular lunch and social hour format at upcoming speaker events. For the social-lunch session, members each make a 15-dollar contribution.

2. President Cynthia Rawitch gave a special thanks to Ann Perkkns, Tim Fox, and Pat Miller for all their “work, grief and chaos” in service to CSUN ARF. She also thanked all the ARF board Members for their fine work for the organization -- and for all retired colleagues. She also expressed warm appreciation for the honor and pleasure of being ARF’s leader this and last year. **Then Board members expressed great appreciation to Cynthia for her performance.**

**MEETING CONCLUSION: 12:40 P.M.**

**MINUTES SUBMITTED** by Patrick Nicholson high-fives to Diane Schwartz, Cynthia Rawitch, Dan Blake, and Tim Fox for their suggestions)

See February minutes below.



# MINUTES

## CSUN-ARF EXECUTIVE BOARD MEETING

FRIDAY, FEBRUARY 09, 2024

Approved March 08, 2024

1. **CALL TO ORDER.** ARF President Cynthia Rawitch began the meeting at 10:30 a.m.

2. **MEMBERS IN ATTENDANCE:** Cynthia Rawitch, Diane Schwartz, Ronald McIntyre, Patricia Miller, Patrick Nicholson, Dan Blake, Tim Fox, Michael Barrett, Cynthia Desrochers, Catherine Jeppson, Robert Kiddoo, Sharon Klein.

**Excused:** David Fox, Ann Pekins, Eugene Turner, Karen Robinette.

(Note: Problems with the Zoom connection negatively impacted the meeting's online attendance and participation.)

3. **MINUTES APPROVED:** The Board unanimously approved the Minutes of the January 12, 2024 ARF Executive Board Meeting.

4. **PRESIDENT'S ANNOUNCEMENTS.**

Cynthia asked Patricia Miller to report on the memorial for Marcella Tyler. Pat noted that there will be a memorial for Marcella at the Soraya on March 09 following the symphony which will begin at 8 p.m.

(At a later time, the Memorial for Marcella was delayed from March to early Fall.)

Cynthia reported that there was no CSUN Faculty Senate meeting in January. Hence, she will not be reporting at this Board session as the ARF Representative to the Senate.

## **5. BOARD MEMBERS' ANNOUNCEMENTS.**

No announcements.

## **OLD BUSINESS:**

### **1. UPDATE ON ARF OFFICE(S) IN THE RETIREE CENTER AT SANTA SUSANA HALL.**

Cynthia R. reported that the ARF office is in a physical jumble and needs a cleanup. She will soon put out a request for volunteers to join on a given day in a housecleaning/organizing party. (Several board members immediately raised their hand.)

**Melanie Mamakos and Cynthia Rawitch have keys to the ARF office.**

Cynthia reminded the Board that the (in many senses) the “key person” in the Retiree Center of Santa Susana Hall is Melanie Mamakos, the Office Manager of the statewide Office of CSU-ERFSA (in Susana Hall). For years now, Melanie has been most gracious in helping ARF with numerous issues.

**The Board passed unanimously a motion to present Melanie Mamakos with a 100-dollars thank-you award, along with a plant.**

2. Cynthia, Diane Schwartz, Dan Blake and Bob Kiddoo are working on a variety of issues concerning the ARF office at the Retiree Center.

After a conversation about the peculiarities of the ARF voicemail at the Retiree Center,

**Diane moved that the Voicemail component of the ARF phone line NOT be renewed. Her motion was passed unanimously.**

### **3. UPDATE ON FACULTY CLUB PLAQUES.**

Bob Kiddoo and Cynthia R. reported that the faculty plaques from the now-demolished Faculty Club are being stored in the ARF Office. One important plaque that honors faculty who physically worked on the construction of the Faculty Club is missing. Bob and Cynthia will reach out to Don Cameron, John Clendenning and others for possible hints as to the whereabouts of this plaque.

Board members expressed kudos to Bob for his long and excellent work for the benefit of retired faculty at CSUN.

#### **4. UPDATE ON MEMORIAL AWARDS**

Tim Fox reported that he has recruited five members for the Graduate Memorial Awards Selections Committee. He may seek another member or two.

The members are Tim Fox (Mechanical Engineering), Sandy Jewett (Chemistry), Bob Kiddoo (Accounting and Information Systems), Michael Barrett (Library, Collection Access and Management), and Carrie Saetermoe (Psychology).

The selections process is expected to be complete after March 2024.

#### **5. UPDATE ON RETIRED FACULTY “PERKS”**

Cynthia R. has been conferring with several administrators and colleagues on the question of retirees’ privileges. For instance, parking permits, email access, library rights, the University Directory, and other “perks.” Section 600 lists many of these privileges for emeriti faculty, as does Section 700 for part-time faculty.

However, tenured faculty who retire without emeritus status get no perks and Cynthia was inspired to take on this work when two retired tenured faculty reported their being “erased” simply because they had never been named ‘emeritus’ or ‘emerita’.

Cynthia's administrative contacts cite costs and security issues entailed in the broadening of privileges for retirees. As a minimum, Cynthia states that if you retire, you should at least keep your Directory listing I.D. and Email. **Board members unanimously agreed.** Cynthia was praised for taking on this task. Cynthia will continue to pursue these issues with the University.

## **6. UPDATE ON PROTOCOLS FOR ON-GOING ARF EVENTS AND ACTIVITIES.**

Pat Miller, ARF Program Chair, is looking into whether requiring RSVPS for events (meals, etc) is effective. Tim Fox recommended we should continue the use of postcards in advertising events.

## **NEW BUSINESS:**

### **1. 2024 ELECTION NOMINATIONS/SLATE**

Cathy Jeppson reported that the new slate for the ARF Executive Board needs an historian candidate.

Prior to the meeting Cathy had emailed to the Board members the slate to date. Board members thanked Cathy for her good work on this project.

**For the Slate, See your ARF Board Email from Cathy Jeppson, Feb. 09, 2024.**

## **2. RULES AND PARAMETERS RE SCCARF**

Responding to a suggestion that SCCARF needs parameters for costs/restaurants/etc, President Rawitch noted that the Board does not need such rules and parameters for SCCARF. It's a non-issue. Board members agreed.

### **REPORTS:**

#### **1. TREASURER DAN BLAKE**

**Dan had Emailed to members the full Treasurer's report prior to the meeting.**

Dan noted that at this time of year ARF's Net Income turns negative and that this year is no exception. But it is not a worry. He pointed out that the current higher interest rates on CD's are boosting ARF's income relative to recent years.

Dan also reported that the cost for our recent Holiday-Event Soraya reception was \$57 per person, and in that vein, he added some questions to the end of his emailed report for the Executive Board to ponder, questions the board may discuss at the **March Meeting**.

*“Specifically, is this the type of ‘Holiday Event’ ARF wants to continue? If yes, do we want afternoon or evening venues? If not, do we want another kind of ‘Holiday Event’? If we do, what are the options?”*

For the Holiday Event Dan and Pat M. are looking into costs and location, with a focus on inclusivity. Dan also asked that members contact him with any suggestions.

## **2. PROGRAM CHAIR PAT MILLER**

Pat passed on reporting, **as she had already sent out via Email several reports** and had added information accordingly at different points during this meeting.

## **3. MEMBERSHIP CHAIR TIM FOX**

**Tim Fox passed away. Tim had sent numerous recent reports via Email and gave additional oral information as relevant during this meeting.**

## **4. REMEMBRANCE COMMITTEE CHAIR RON MCINTYRE**

Ron reported that there will be four Memorial Articles in the upcoming ARF NOTES.

During Ron's comments the question of "omitted names" arose. It was agreed that on the ARF website's '*In Memoriam*' page it will be appropriate to mention, even if with only a short notification, the deaths of faculty who are not written about in "Notes."

**5. NEWSLETTER EDITOR ANN PERKINS**

No report. Ann was excused from attendance.

**6. WEBMASTER EDITOR EUGENE TURNER**

No Report. Eugene was excused from attendance.

**7. FACULTY SENATE REPRESENTATIVE  
CYNTHIA RAWITCH**

No update, as there was no Senate meeting in January.

**8. NO REPORT ON ERFSA**

**PRESIDENT RAWITCH ADJOURNED THE MEETING AT 11:55 A.M.**

**MINUTES SUBMITTED by ARF Secretary Patrick Nicholson. Patrick thanks Diane Schwartz, Dan Blake, and Cynthia Rawitch for their assistance.**



