

Tufts University
Osher Lifelong Learning Institute
Executive Board Virtual Meeting
3/16/2020

Executive Board Members Present:

Linda Budd, Grace Hall (Chair), Deborah Lapides, Kathleen Mayzel, Rory O'Connor, Bob Pride, Samuel Ruth (Director)

Call to Order: 1:45 PM

Recording Secretary: Grace Hall

Minutes of previous meeting: accepted

Director's Comments: Sam Ruth

- The university has stopped all face-to-face classes and meetings. Sam and Kathy are both working from their homes.
- Sam met with a small group including several board members for discussion of the situation. The group proposed a one-week pause to allow time for getting staff and SGLs ready for online classes. They also felt it was a good idea to allow classes to organize in different ways, depending on the topic and the SGL's preference.
- Sam has contacted each SGL individually. The results:
 - 3 classes were cancelled outright
 - 3 Brookhaven classes may continue to meet informally with the Brookhaven residents only
 - 1 class will have handouts and online discussion
 - 3 classes will have recorded lectures
 - 22 classes will try Zoom
 - 4 classes are yet to be confirmed
- Sam is providing Zoom training to those SGLs opting to use it. He, Joel Couch and a student will also offer training to any members who would like training on how to join and participate in a Zoom conference call.
- In addition to Zoom for interactive classes, there is Box.com for storing videos etc. and Google groups for discussions.
- Summer plan:
 - On hold for 2 weeks to wait for developments
 - Instructors have been approved but it is too soon to tell whether in person classes will be possible
 - The catalog may be available online only
- Olli Onstage events this spring:
 - *Fences* was cancelled by the New Rep Theatre
 - The other two events are on hold until we see what develops

- In response to a question as to what the board could do to help, Sam felt it would be useful to have people telephoning members. (See Linda Budd's comments below.) In terms of attitude, please convey a positive attitude.

Committee Reports:

Brookhaven: Both Kim and Lynne are very busy dealing with changes resulting from the pandemic.

Curriculum: Bob Pride- full report at end of minutes

Bob reported that there were 29 proposals for courses for Summer 2020, far more than previously, and quite a few listed Brookhaven or Stoneham as well as Medford as possible venues. An idea for a mini-program in May will now be postponed, probably until next year. The committee has decided that long term SGLs will be recognized in a Hall of Fame. The award for multi-term SGLs is still being discussed. The class visitation by committee members will now be conducted online.

Editor: Kathleen Mayzel

Under current circumstances, work on *Spotlight* will not begin until next fall.

Financial: Rory O'Connor

By next month we may have a clearer picture of the financial situation.

Lunch and Learn: Deborah Lapidés

The Lunch and Learn sessions went well and were recorded. Speakers who were scheduled for the balance of the term will be asked to speak in the fall. Contacting them about dates and lining up other speakers for the remaining dates will not start until the situation is clearer for both us and the speakers, perhaps by May.

Member at Large: Linda Budd

Linda plans to contact people. It was suggested that she contact Jan Perley about setting up a small *ad hoc* committee to make calls.

Nominating: Kathleen Mayzel

With the regular classes at Brookhaven not running, it will be harder to find a nominee for the open position on the Nominating Committee position to be filled by a Brookhaven resident. Kathleen will work with Lynne, Kim and Mary Webb to determine a candidate.

Old Business: By-Laws revision

Bylaws review concluded with review and acceptance of the items not previously finalized. Grace will send the final draft to Kathleen for proof reading, after which it will be distributed to the board. Any comments should be raised upon receipt. The Board will vote at the April meeting whether to recommend the revised Bylaws to the membership at the Annual Meeting.

Note: It was suggested that we might want to create a Technical Committee that could help Sam with A/V issues in classes. Discussion was deferred as this is not a Bylaws issue. If there is interest, such a committee would be created on an *ad hoc* basis and become a standing committee if it worked out well.

Adjourned approximately 2:53 PM

Next Meeting: 4//2020

All Committee meetings as well as the Executive Board meeting are open to all members with advance notice to the Director.

There will be an open comment period at the end of each meeting, time permitting.

Upcoming meeting dates:

- Curriculum Committee: April 9, 2020
- Membership Committee: To be determined
- Executive Board: April 16, 2020, May 21, 2020
- Nominating Committee: April 2020
- Lunch & Learn: Postponed until late April or early May

Curriculum Committee Report – Bob Pride:

The Curriculum Committee met one week early on March 5th in my absence to review and approve study groups for Summer. The meeting was scheduled earlier to give the office additional time to prepare the Summer catalog. The committee discussed the following items:

1. The committee had 29 proposals to review for Summer 2020. This is a 45% increase over the number received in 2018 and 2019. This number will allow us to provide classes at our three locations: Medford, Stoneham and Lexington. Approximately 1/3 of the proposals included Stoneham and/or Lexington as a possible acceptable location for the SGL to provide the class.
2. The committee discussed Sam's proposal for a mini-program of short classes to be provided in May between the Spring and Summer terms. There would be one or two morning classes followed by one or two afternoon classes. Preliminary name would be "Tufts Osher Lightning Round". These classes would be offered by grad students that are available now but some of whom may be gone next academic year.
3. The committee discussed additional ways to recognize long term and multiple term SGLs. For long term SGLs there will be a Hall of Fame but for multiple term SGLs (3 or 4 terms in a year) there will be an award to be named later.
4. A preliminary visitation schedule for Spring classes was set up for Curriculum Committee members.
5. We began to review the dates for 2020-2021 Academic year to determine proposal deadlines and Curriculum Committee meeting dates.