

Tufts University
Osher Lifelong Learning Institute
Executive Board Meeting
July 16, 2020

Executive Board Members Present: Linda Budd, Joyce Carpenter, Grace Hall (Chair), Merrill Hudson, Deborah Lapidés, Kathleen Mayzel, Rory O'Connor, Kim Pratt, Bob Pride, Gloria Rosensweig, Samuel Ruth (Director), Mary Webb

Recording Secretary: Gail O'Meara

Minutes of previous meeting accepted; annual meeting minutes accepted.

Chair's comments: Grace Hall

Discussion occurred in response to a member's (Carol Agate) concern on how the Executive Board minutes are publicized. After discussion of the many ways to accomplish this, the decision was made to put a link to the minutes in the eNews once the Board accepts the minutes along with a comment concerning highlights. Committee reports will be included. The member (Carol Agate) will be informed of the decision and is welcome to attend a future Executive Board meeting.

Director's comments and discussion of current status: Sam Ruth

2 members indicated an interest in serving on a committee; committee chairs can reach out to them.

July participation is down compared to June numbers; June had the most participants for the year. July has always been a vacation month; many members are away in July. The annual membership fee would have to be paid in July to participate in the July groups. Finances are up as there has never been any income in July.

August has 24 study group proposals; this is the third month for more than 20 proposals.

Presently there are 335 members, including 23 who are new to the program.

Happy Hour, open to all members, is Tuesday at 5 pm. So far there have been only female members visible at the social hour. Hopefully more members of both genders will join the group.

Lunch and Learn during the Summer is only for members. The schedule for the remaining sessions will be sent out, plus a description for the next 2 presentations.

Committee Reports:

Brookhaven: Kim Pratt

Not many changes. Services are slowly being opened, including the Salon, Podiatry, and Audiology. Paper notices containing the courses for the next month are distributed. Each area of the building is considered to be a cluster; they all receive

emails about our activities. A highlight is the Happy Hour to increase conversations amongst the residents within each cluster.

The Assisted Living Care Center will open either at the end of July or beginning of August. The Performance Center is just skeletal right now.

Curriculum: Bob Pride – full report at end of minutes

13 proposals were reviewed; more are needed.

Prior SGLs who haven't led a Zoom session yet will be contacted and, hopefully, made comfortable to lead a virtual class.

There is an increase in proposals from recent graduates, graduate students, and undergraduates. Committee discussed having undergraduates be interviewed or do a short sample presentation to a few members of the Curriculum Committee before accepting their proposals.

The committee is meeting on July 26 to approve proposals for September and October; looking for an 8 week Fall block, but will need an October registration for study groups starting in October. If enough proposals come in, maybe there could be only 1 Fall announcement of courses in early August along with 1 registration later in August, then start up right after Labor Day. This would give the office a break from having a monthly registration. An added bonus would be to have all of the Lunch and Learn programs included for Fall. This catalog will be sent out online for all September and October programs.

Financial: Rory O'Connor

The financial report was reviewed by the committee. There is an impressive increase in the financials, especially in light of the COVID-19 pandemic. Expenses went down. Each SGL is handling their Zoom presentations.

Any unspent money can be reassumed by Tufts University unless there is a prepared plan for future use of the unspent money. There will be plans made going forward; there will be discussion on where the OLLI program is now, and what do we need going forward. There is a definitely a need for an OLLI permanent meeting location. A working group, to be formed, will determine our future needs.

Lunch and Learn: Deborah Lapides

This is a first time program for the Summer. The first 3 attendances were 60, 42, and 60 members. The committee now has 9 members; they are planning for the speakers through November. September and October schedule will be published as a Fall group.

The Lunch and Learn presentations are being recorded and stored in a Tufts Box Account. No decision yet as to how to allow members to have access. Possibly a link included in an email reminder about the presentations.

Membership: Gloria Rosensweig

Jan Perley has stepped down; Gloria is now the chair. There are 5 committee members. Orientation for new members has gone virtual; this format has met with

much success. The meeting was July 23 at 10 am. Maybe the 5 membership committee members could rotate attending future new orientation sessions. The meeting was recorded; this might provide an opportunity for new members who could not attend to get the wonderful information that was shared. The question now is how to get more new members to attend the session. New members seem to be from other regions, including New Hampshire and New York.

Member at Large: Linda Budd

People are still attending study groups. New members have joined a couple of the committees. We all need to remind other people that they can join us.

Member at Large: Mary Webb

This program has been a lifeline for Brookhaven residents. The courses are outstanding. New residents had just moved in, when everyone went into lockdown. Many joined OLLI and enrolled in classes.

It would be good to have a list of the Executive Board, along with their contact information.

Mary is reaching out to new residents, informing them about OLLI. She feels that she wants to do something for OLLI, since OLLI has done so much for her during this difficult period.

Nominating: Kathleen Mayzel

Next meeting in the Fall.

Old Business:

The Board would like to acknowledge all that Kathleen Mayzel has done for OLLI. She stepped in as Vice Chair of the Executive Board when Grace became the Chair; this was in addition to all of her other Board duties.

Joyce Carpenter was elected to the position of Vice Chair of the Executive Board effective July 1.

New Business:

We don't want to lose previous members. In September the Board will send out a letter to them and encourage them to rejoin us. There are people available to help them with the technology. Further discussion will come.

There is a date change for the August meeting due to office staff vacations in August.

*Next Meeting: 8/13/2020 at noon. Date change

Meeting adjourned at 1:48

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: August 27, 2020
- Membership Committee: To be determined
- Executive Board: August 13, 2020, September 17, 2020
- Nominating Committee: Fall 2020
- Lunch & Learn: To be determined

Curriculum Committee minutes

The Curriculum Committee meetings continue to occur at the end of each month rather than on the second Thursday of the month in order to allow more time to receive study group proposals. July has 22 study groups running and we are offering an additional 25 study groups in August. This total of 47 study groups is 6 more than we offered in the Fall term of 2019!

The committee met virtually on Thursday June 25th and discussed the following issues:

1. It was suggested that the course listing be sent out in a PDF format resembling our former catalogs and including an "At a Glance" page listing all study groups.
2. We reviewed 13 new proposals for upcoming terms. Only 3 of these proposals were from our members but 2 were from retired faculty. In addition 4 were from grad students, 3 from outside instructors and 1 from a recent Tufts grad. All proposals were approved pending some additional information regarding 3 of the proposals.
3. We discussed the need to identify the skill set that each classroom assistant needs to have to be the most help to our SGLs in the virtual environment. This maybe particularly important for our member SGLs.
4. We discussed the idea of asking undergraduates that have submitted proposals to do a short sample presentation to CC representatives to assess their presentation skills. An interview could also be used to let new SGLs know what are member expectations are for study groups.
5. We discussed the use of Canvas which is an online teaching tool that Joyce Carpenter has been using with her class. Joyce sent out a link so CC members could see how it works.
6. We discussed the need to visit as many July classes as possible to offer assistance to the SGL's and to recruit more SGL's for upcoming terms.
7. we also discussed a proposal to try to identify tech savvy members that might be available to assist previous or potential SGL's that are wary about teaching using Zoom. Some of our long term SGL's have been reluctant to lead in a virtual environment.

The committee will next meet on Thursday July 30th to approve study groups for September and October (our Fall Term).

Bob Pride

