

Tufts University
Osher Lifelong Learning Institute
Executive Board Meeting
10/15/2020

Executive Board Members Present: Linda Budd, Joyce Carpenter, Grace Hall (Chair), Deborah Lapidés, Kathleen Mayzel, Bob Pride, Gloria Rosensweig, Samuel Ruth (Director), Mary Webb.

Recording Secretary: Gail O'Meara

Call to order: 12:04 PM

Minutes of previous meeting: accepted with corrections.

Director's comments: Sam Ruth

At present, there are 663 members. The latest email with November/December course list received 100 more clicks to view it than previously.

Yesterday Tufts University decided the Spring semester will be the same as the Fall, with a hybrid program that is both virtual and in person, depending on the program. We will not be changing our OLLI program during that period. We can remain in this format for an unlimited time.

Spring will be the time to review how our program will be offered going forward. Start to think about how to shift to a hybrid model, with a few classes returning to campus and possibly being streamed as well as in person. This would require an increase in student workers to help with the new technology.

Committee Reports:

Curriculum: Bob Pride: Full report at end of minutes

Committee reviewed 25 proposals for November/December; many were approved, a few deferred to a later term. The December meeting will review proposals for January/February term. The need is about 20 proposals for the shorter terms.

Committee is presenting again "How to Be a Study Group Leader"; 4 members have already signed up to attend that meeting. Sam will send out an email inviting all new members to attend that meeting.

The committee will usually meet on the 4th or 5th Thursday of the month to approve proposals.

Visiting classes is more cumbersome now than when in person visits only involved finding the assigned classroom; now an invitation has to be arranged with the SGL in order to access the Zoom class.

Editor: Kathleen Mayzel

Weekly newsletter has included an invitation for member submissions for "Spotlight" magazine. There have been 11 responses so far.

Financial: Rory O'Connor

Rory sent a letter of resignation as financial advisor. There was discussion about how to recruit the next financial adviser.

Lunch and Learn: Deborah Lapides

There was discussion on member satisfaction with the “first come, first served” registration format for study groups. Suggestion was made to add a member from the wait list if, after the first class, a member drops out. This would be cumbersome to schedule, as it is hard to reach a member and get a response in a timely manner. Very few members drop out after the first class.

Each decision is made with member satisfaction being a priority.

The most recent issue of “Spotlight” magazine was put online without the contributor’s consent. This led to a discussion as to how to control access to the magazine which will be published in an Online format. Three possible ways were identified: available to all with prior understanding of the contributors that this would be the format, in a folder with a link limited to members, or password protected and limited to members. Further discussion is needed.

An additional question was raised as to how the OLLI member knows that the proposal for submission has been received. A suggestion was made to send out an automatic reply that the proposal for submission was received, a thank you, and state that the individual will be contacted with more information in the near future.

Final submissions will be requested to upload after the proposals have been reviewed.

Editor Note: Submissions to Spotlight are a two-step process. First the interested OLLI contributor is requested to upload an idea for the proposed piece and second, upon approval of the idea, to upload the finished piece of writing, artwork or photography for publication.

Fall L&L is going well, with between 60 and 112 attendees. This series will end in November and restart the week of January 11.

The committee will be meeting in November to plan the winter L&L’s.

The committee would like some feedback on how each presentation is received.

Suggestions were a survey or a webinar format with questions being monitored by the L&L committee.

Membership: Gloria Rosensweig: full report at end of minutes

Would like a bigger turnout for the new member presentation on November 9. Committee would like more members participating. There will be further discussion on how often to have the new member presentations and how to increase participation.

Diversity:

Sam is waiting to connect with Rocco Di Ricco about outreach and data about diversity.

Member at Large: Linda Budd

It is hard to “see” members and find out their feelings about the courses. As an organization we appear to be healthy. New members who identify as connected to Tufts are out of state alumni or parents of present Tufts students. Julie O’Connor in the Alumni Office will be sending out a mailing.

Member at Large: Mary Webb

This program has been a lifeline to Brookhaven residents. Mary has met many wonderful Tufts alumni and now has a sense of loyalty to Tufts University.

Old Business:

- Status of being able to voluntarily add one's picture to member directory:
Adding a picture to the member directory is difficult to update during the year; at present it is a static document and requires complete update to make any changes. Further research on finding a program that could handle updates more efficiently will be done.
- Status of being able to have a Tufts University email (and the benefits that come with that):
Everyone is too busy due to Covid-19 to address this now.

New Business:

There is a need to mark the end of each term; we used to have an end of term luncheon that gave members a chance to get together and review the term. This Spring also marks the 20th Anniversary of Tufts OLLI. We want to give recognition to members who have made the program successful in spite of being totally virtual. Further discussion will be continuing.

Meeting adjourned 1:27pm

Next Meeting: 11/19/2020

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: December 3, 2020
- Membership Committee: November 5, 2020
- Executive Board: November 19, 2020, December 17, 2020
- Nominating Committee: TBD
- Lunch & Learn: November

Curriculum Committee Report:

The Curriculum Committee met on Thursday October 1st.

1. We reviewed 25 proposals for the second Fall Term (November and December). Nineteen of these proposals were approved and included in the catalog and the remaining were held by Sam for additional information or approved for a future term.
2. We discussed SGL feedback sessions in the Zoom Era and the results of a survey of SGLs since May which Sam conducted. A Zoom Feedback Session is still under consideration.
3. Our Technology Partner program is underway with 5 volunteers to help SGLs deal with Zoom issues or other technical problems. Joel Couch has taken the lead and is working with 2 SGLs who requested help.
4. We discussed the need for more member SGLs and the need for an additional seminar on "How to Be a Study Group Leader". This would be aimed at members that have never led a study group and experienced SGLs that have not led a Zoom study group. We will schedule this several weeks before the next proposal deadline is November 28th.
5. We set up a curriculum committee meeting scheduled for the bulk of the academic year.

We will be meeting on the 4th or 5th Thursday of the month except for the meetings in December and January due to the holidays in November and December.

6. We are attempting to set up a better schedule for visiting Zoom study groups. Sam suggested using a google document containing the study group title, time and SGL email address which could be shared by all committee members.

Our next meeting will be October 29th.

Bob Pride

Membership Committee Report:

Meeting of October 1, 2020

In attendance: Irene Hannigan, Jean Keefe, Laura Ramsay, Joan Stein, Kathy Scanlon, Gloria Rosensweig

Discussion occurred on both the new member orientations and the personal calls made to new members, which are felt to be valuable. There was consensus on continuing to make the individual calls to new members. However, for various reasons – including that it would just be another email contact – it was decided not to send out an additional graphic invitation to the new member orientations.

Attention was paid to the FAQ page on the Tufts Osher home page, with specific attention to the new portion that deals with Zoom links.

Ways to achieve diversification in the program was explored. It was thought that using mailing lists from higher education institutions might be useful.

Outreach is going out for a possible new member to the committee.

Next new member orientation – Tues. Oct 13 @ 12

Next membership meeting – Thur. Nov 5 at 12

Submitted by Gloria Rosensweig, Chairman