

Tufts University
Osher Lifelong Learning Institute
Executive Board Meeting
10/21/2021

Executive Board Members Present: Diane Boettcher, Joyce Callaghan, Joyce Carpenter, Ken Fettig, Grace Hall (Chair), Ellen Kitzis, Deborah Lapides, Kathleen Mayzel, Karin McCarthy (Associate Director), Kim Pratt, Gloria Rosensweig, Mary Webb

Recording Secretary: Kathleen Mayzel

Called to order 12:15 PM

Minutes from September: approved

Associate Director's report: Karin McCarthy

Kathy and Karin are still remote due to mold remediation by Tufts in the office.

Karin does have as one of her goals: better space both for classrooms and office.

We won't be in person until after February at the earliest. Tufts is concerned with the "Twindemic" of COVID 19 + the flu. At the present time masks are required and there is no eating in classrooms. Proof of vaccination and weekly testing are also required.

By December we will have to decide on what format we will have for Spring classes.

Karin has attended a Lunch and Learn Committee meeting as well as Curriculum Committee.

Karin will work on changes to the weekly Newsletter to make it more informative including member participation.

Committee Reports:

Brookhaven: Kim Pratt

Residents are getting used to signing up for virtual classes.

Brookhaven is starting to let some outsiders in but there are still no interactions with visitors.

Booster shots are starting for residents.

A concert was given by YoYo Ma with mask and attendance restrictions.

There are a few break through cases both in staff and residents.

It is difficult to predict when in person classes will be able to resume at Brookhaven.

Curriculum: Ellen Kitzis - full report at end of minutes

The committee has been busy. 22 classes are being offered this September-October as compared to 21 last year. Zoom has allowed the maintenance of classes being offered.

Great Decisions announced that it will no longer be making its own videos. We may need to provide funding to allow purchasing of appropriate videos.

Support is being provided for one SGL with a disability.

The challenges of arranging for in person classes again was discussed with Karin as well as being able to offer both virtual and in person.

There will be a virtual feedback session in November.

There will also be a revised post study group feedback form.

Karin will put together a more detailed SGL manual emphasizing suggestions for running a class.

Mary Webb feels that a midterm feedback evaluations are valuable for course modifications especially in 8 week courses.

Lunch and Learn: Deborah Lapides – full report at end of minutes

January and February Lunch and Learn will be via Zoom. Speakers will be invited for those months.

Fall season is going well with an average of 75 attendees.

A list of all OLLI at Night speakers would be helpful to the committee so that they will not be contacted for Lunch and Learn.

The Monday OLLI at Night had 90 attendees.

An OLLI at Night committee might be useful. Also increasing the honorarium for OLLI at Night should be considered.

Membership: Gloria Rosensweig

A date for new member orientation will be set for early December.

Perhaps automate notices for Lunch and Learn and OLLI at Night. Karin is working on a calendar for meetings which will include Lunch and Learn and OLLI at Night.

Gloria brought up again the concerns/issues/questions relating to the long and short term objectives of encouraging and maintaining a satisfied membership. These were reported in detail last month and are included in full in the September Executive Board minutes.

Member at Large: Mary Webb

Mary is tired of the pandemic and wants in person classes to start again.

Member at Large: Diane Boettcher

Diane is taking a course on family histories and thought that this SGL might be good for Lunch and Learn.

Member at Large: Joyce Callaghan

It continues to be difficult to talk with members in the Zoom format of classes and lectures.

Nominating: Kathleen Mayzel

The Nominating Committee had its Fall meeting on Wednesday October 20, 2021.

The vacancy in the Vice Chair position starting July 1, 2022 was discussed and suggestions of qualified individuals for this position are sought from the Executive Board.

There was also discussion of the "8 year" commitment for a new Vice Chair (2 two-year terms as Vice chair followed by 2 two-year terms as Chair), as stated in the Bylaws, as being difficult to promise.

New Business:

Discussion of Finance and Business Planning Advisor:

The qualifications of the two candidates for the position were discussed. A consensus was obtained for a preferred candidate and Grace will offer the position to that individual.

Next steps:

Gloria brought up the possibility of compensating member SGL's. Traditionally this has not been done in Osher programs. Perhaps other ways of recognition could be used rather than financial.

The staffing of the office with the need for two full time employees was emphasized.

Meeting adjourned 2:10 PM

Next Meeting: 11/18/2021

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: TBD
- Membership Committee: TBD
- Executive Board: November 18, 2021, December 18, 2021
- Lunch & Learn: TBD
- Nominating Committee: Spring 2022

Curriculum Committee Report- October 2021

Chair: Ellen Kitzis

Office Report and Chair Discussion

- We will offer 21 courses, compared to 22 last year
- Joe Ash alerted the team that Great Decisions will no longer prepare course videos, need to produce another alternative

Continuing Issues

1. Post-Pandemic Operations and the Challenge of Integrating Virtual with onsite program
 - Meeting Tufts onsite Covid-19 requirements including testing, tracking and vaccine requirements
 - Modifying proposal submission forms to capture SGL preferences for teaching
 - Determining availability of classrooms and meeting space
 - Understanding member issues and concerns
2. Planning for Virtual Feedback Session for Member and non-Member SGLs
 - Revise discussion form to reflect teaching in the Zoom World
 - Set dates for mid-November and send out invites
3. Modification of study group member end of session assessment form
 - Reviewed changes proposed by Ellen, Fran, and Linda
 - Final version approved and Kathy will upload and format for use this session (September/October classes)

New Business

4. Conduct member survey specifically regarding post-pandemic classes
 - Karin will review survey data collected over the past year
 - Karin will prepare and conduct new survey to update and understand current member issues and concerns
5. Develop SGL Resource Manual
 - Introduced by Karin
 - Include best practices, template labeling, fair use of materials, etc.

Lunch and Learn Committee Meeting Report - October 18, 2021

In Attendance: Robert Berend, Trish Faro, Grace Hall, Deborah Lapidés, Karin McCarthy.

Absent: Renee Grabiner.

Deborah welcomed new Osher Associate Director, Karin McCarthy.

The fall season of Lunch and Learn (September - December) has been going very well, with average attendance over the first six weeks of 75 members. We had a strong showing of 99 members for our inaugural speaker, Bill McKibben. Committee members expressed appreciation for the quality line up of speakers we are presenting this fall.

We selected 20 prospective speakers to be contacted to fill 8 empty slots in our winter schedule of January and February. Normally, we would program at least a full season of 13 weeks, but because we still don't know if we'll be on campus or virtual for the spring, the committee elected to fill only January and February which we know will be on Zoom.

Submitted by Deborah Lapidés, Chair, Lunch and Learn Committee