

Tufts University
Osher Lifelong Learning Institute
Executive Board Meeting
9/16/2021

Executive Board Members Present: Joyce Callaghan, Joyce Carpenter, Ken Fettig, Grace Hall (Chair), Ellen Kitzis, Deborah Lapidès, Kathleen Mayzel, Kim Pratt, Gloria Rosensweig

Guests Present: Rebekah Plotkin (University College Tufts), Kathy Scanlon

Recording Secretary: Kathleen Mayzel

Update from Rebekah Plotkin:

A candidate has been chosen for the Director position at Tufts OLLI.

She is Karin McCarthy who will be starting on September 27th.

Kathy Scanlon will post a notice with more details in the eNews today.

All staff and faculty are allowed back on campus.

Kathy and Karin will be back in the office the first week of October.

Minutes from July and August - approved

Report on status: Kathy Scanlon

The library is now open and OLLI members can visit the library with proof of vaccination.

Masks are required and only in person access is available for now.

The ability to check out books from the library will take a bit longer.

Tisch College may list us as a Sponsor for their Distinguished Speakers series.

Vote on bylaw and job description for role of Finance and Business Planning Advisor:

Deborah Lapidès made a motion to approve the update to the Bylaws. Joyce Carpenter seconded.

The motion was approved unanimously.

Kathleen will look into updating the Skills and Responsibilities document.

The “new” position will be offered to Rory O’Connor.

Committee Reports:

Brookhaven: Kim Pratt

Not too much has changed at Brookhaven.

Many residents are returning from their summer homes so the number of residents is increasing.

The performance center is being used with smaller numbers in attendance to maintain social distance.

No outside visitors yet.

There have been no breakthrough COVID cases in residents. Several in staff.

Curriculum: Ellen Kitzis (full reports at end of minutes)

Compared to last year fewer members are registered, but on average each member is taking more classes: 1.68 classes compared to 1.41.

An increasing number of study groups are being led by graduate students and outside instructors.

Would like to get more study group leaders from the membership.

18 – 20 study groups (6-8 week classes) will be offered in November – December.

The committee is looking at copyright laws to better define what can be sent out by SGLs to participants as attachments or links.

The question has arisen as to whether to continue the current almost continuous schedule or revert to the old semester schedule. This requires further thought.

Also the number of virtual vs. in person classes.

The survey that Sam sent out several months ago revealed a surprising majority favored virtual classes.

Lunch and Learn: Deborah Lapidés

The first Lunch and Learn of this session had 99 attendees and the second 76.

There is a full roster for the Fall.

Looking for one new member for the committee.

Next meeting will be in late October to plan for January, February and March slots. These will still be virtual. In person may resume after that.

Membership: Gloria Rosensweig (full reports at end of minutes)

The committee has been doing “informal” surveys of membership.

There currently is no formal process of canvassing members.

The goal of getting back on campus with decent rooms as well as decreased fees for members remains important to this committee.

Member at Large: Joyce Callaghan

Joyce suggested surveying the larger membership group re: inclusion in other Tufts University activities. She stated her impression from limited contact with members in study groups is that they are looking forward to having the Director position filled; more immediate interests are the ability to attend study groups either in person or via Zoom and the quality of study groups.

Further Discussions:

Perhaps the Membership Committee should have a “virtual member” for another point of view.

The Winter Session will be all virtual to avoid problems with weather cancellations.

Earliest return to campus at this point would be March.

Kathy pointed out the need to reserve classroom space early such as in November for the Spring. The Curriculum Committee, Lunch and Learn Committee and new Director will need to address this.

A few SGLs who taught in person did not make the switch to virtual.

Nominating: Kathleen Mayzel

Our Fall meeting will be held soon.

Next Meeting: 10/21/2021

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: October 7, 2021
- Executive Board: October 21, 2021, November 18, 2021
- Lunch & Learn: end of October 2021
- Nominating Committee: October 20, 2021

Membership Committee Full Report – September 2, 2021

In attendance: Irene Hannigan, Laura Ramsay, Joan Stein, Gloria Rosensweig, Jean Keefe
Names for new member calls will be distributed a week or so before the next new member orientation on October 4 at noon.

Update on the Movie Club starting.

Report on executive board meeting and job description for new director.

Extensive discussion was conducted on the recent Executive Committee Meeting. Members were very pleased about the subcommittee work on the by-laws for the Finance and Business Planning Advisor. It was felt that it is very important to have such a position with the specified duties. In addition, the members were pleased to hear from Rebekah Plotkin, from University College at Tufts University, that she did not think that Osher was under the same obligation as other components of University College to make a profit for the university.

At present, the Membership Committee has the following concerns/issues/questions relating to the long and short term objectives of encouraging and maintaining a satisfied membership:

- It is important for our program offerings to fulfill the needs of both in-person and virtual members. Having an in-person, on-campus program, is essential in meeting the social goals and volunteerism referred to in the by-laws mission statement.
- The fee structure should be conducive to the membership participating as fully as possible.
- Members are worried about ever getting back on campus, and if we do, what kind of access we will have to suitable classrooms and gathering rooms, as well as any kind of ID that may be required. It is felt that because of the significant financial contribution the program has made to the university in the past few years, we should be given equal status with other programs. For instance, our question about why the Professional program participants are returning to campus and Osher cannot has still not been answered.
- More communication from University College would be very helpful. We acknowledge without a director, this has been more difficult. The benefits of belonging to University College have been stressed, and we have gotten invitations to consider UC offerings. However, members would like to see more instances of UC helping Osher more directly by providing speakers at no or low cost or providing access to UC activities on a complimentary basis as Tisch does.
- It is important that UC and Osher work cooperatively together for the best possible outcomes, but Osher should not lose the autonomy that has been integral to its success.

Next membership meeting – October 7, 2021

Submitted by Gloria Rosensweig, Chairman

Membership Committee Full Report August 5, 2021

In attendance: Irene Hannigan, Laura Ramsay, Joan Stein, Gloria Rosensweig

Names for new member calls will be distributed August 18 or 19. New member orientation will be Monday August 23 at noon.

Report on executive board meeting and job description for new director.

Extensive discussion about low member morale being reported regarding: no study groups on campus while other parts of the university seem to be fully in person; inadequate communication to members during this transition and perceived lack of input; and perceived lack of program losing autonomy in many areas, including financial. To better communicate these concerns to the executive board, we will request that we attend the next board meeting.

Desire for more activities for members, specifically for a movie club being proposed by an active member.

Next membership meeting – September 2, 2021

Submitted by Gloria Rosensweig, Chairman

Curriculum Committee Full Report- September 2021

Chair: Ellen Kitzis

Continuing Issues

1. Reviewed current enrollment compared to prior years:

- July/August 2021 session: 35 study groups, 325 members registered for 546 classes.
- July/August 2020 session: 35 study groups, 365 members registered for 513 classes.
- So compared to last year fewer members are registered, but on average each member is taking more classes: 1.68 classes compared to 1.41.

2. Followed up on a plan to encourage members to lead study groups. Created a small team to review a draft letter prepared by Chair for distribution to our members. (See attached letter to be sent out next week)

3. Agreed to create a sub-committee to collaborate with the new Associate Director on Post-Pandemic Preparations. Specifically addressing the mix of virtual and on-site study groups for future sessions.

New Business:

4. Reviewed 24 completed and 2 incomplete proposal submissions for Nov/Dec 2021 session.

- A number are repeat offerings from prior sessions.
- A high percentage are from non-member SGLs.
- Approved approximately two-thirds with remainder requiring greater clarity or detail.
- Committee members are working with Kathy to reach out to originators to finalize offerings:

5. Again the issue was raised of appropriate use by SGLs of disseminating reading materials. We discussed the need for better understanding of Fair Use guidelines for distributing Copyrighted materials. We will review at our next meeting.

Letter to Members



Member Letter from
the Curriculum Com

Curriculum Committee Full Report---August 2021

Ellen Kitzis Committee Chair

Continuing Issues

1. Reviewed options to encourage more member study group leaders including: emphasizing the dual notions of “study” and “discussion” in member outreach communications, as well as the option for testing ideas in 1 week or 2-week sessions.

2. Continued discussion on post-pandemic study group operations including:

- maintaining mix of virtual and on-site classes
- starting return to campus with a preference for on-site 8-week classes to optimize classroom space,
- understanding options at satellite campuses
- getting feedback from different study group leader segments: members, Tufts study group leaders (students and faculty), and external leaders

3. Agreed to provide additional support for Kathy on two fronts: contacting classroom assistants and preparing next group of proposals for review

New Topics

4. Reviewed member survey results regarding interests. (See Summary Table Below)

5. Agreed to review class feedback forms (e.g., post study group questionnaire) at next available session

.6. Agreed to conduct SGL Virtual Feedback sessions (offer two times) after new Director was on board after October 1.

Note: Survey population: Includes new and renewing members; 160 new members; 48 renewing members. New question added by Sam during February 2021 renewal period.

Survey results on next page.

Member Interest Survey: Topline Results

Member Responses	Most Frequently Named	Related Answers	Total Most Freq plus Related	% of Responses
History	42	4	48	20.3%
Literature	22	3	25	11.0%
Music	15	6	21	9.3%
Politics	18	3	21	9.3%
Art	17		17	7.5%
Science	12	2	14	6.2%
Writing	7			3.1%
Most Frequent Responses	133	18	146	64.3%
Other Responses			81	35.7%
Total Responses			227	100.0%