Towson University Retired Faculty Association Executive Committee Minutes from Tuesday, November 19S, 2019, Enrollment Services Rm 207

Attending: Tracy Miller, Ron Matlon, Martha Siegel, Fran Bond, Ray Castaldi, Pat Alt, Florence Newman, Peggy Benner, Don Forester, David Larkin, Jim Paulsen and Jane Wolfson.

Absent: Ellie Hofstetter, Annette Chappell

The meeting was called to order at 1:00 by President Miller. Siegel added one item, Associate Membership, to the agenda as New Business.

1. The minutes from the October 15, 2019 meeting, were reviewed and accepted pending revision based on Executive Committee feedback.

2. President’s Report (Miller)
   a) The next Executive Committee meeting will be held on Friday, December 13 in Enrollment Services, Rm 207, starting at 1:30. There will be no meeting in January. The first meeting of 2020 will be on Tuesday, February 4, in Enrollment Services Rm 207, starting at 1:00.

   b) There is a new member of the Provost’s Office staff, Kameron Crump, whose assignment includes supporting TURFA. Kam has been in touch and hopes to stop by to say hello during our meeting today. [Kam was able to stop by during our meeting. He introduced himself and gave us a brief summary of his prior experience. We introduced ourselves to him and briefly told him a bit about TURFA and what to expect from us.]

   c) The Tech Tune-Up, held on November 15, went well. OTS is planning a Tech Tune-up workshop in the spring and will be in touch about specific topics to include. It was noted that instruction about SharePoint was omitted from this workshop and should be included in a future workshop. It was also noted that the room we used was smaller than in previous workshops and that this was the first workshop that could be accessed remotely.

   d) President Miller asked Don Forester to report on the meeting he, she and Ron Matlon had with President Schatzel on the Oral History Project. Forester reported that the President, the Provost and the Vice President for Advancement attended the meeting; TURFA’s goal was to gain
additional support. The Provost suggested that TURFA focus on oral histories rather than videography for our project. Forester reminded the group of a History Class project focused on oral histories; names of selected TURFA members were forwarded to the class and 10-12 members will presumably be interviewed by the students. The next step is to write to the President, thanking her for her time and attaching a revised proposal for additional videos in which we will stress the value of the video project to the University and its mission. Assistant Provost Westerman will be asked about possible resources to continue with the Oral History Project, when we meet with her. The Oral History Committee will explore the source(s) of funding used by the College of Education for their video project.

e) Jack Fruchtman’s inaugural TURFA speaker series talk was very well attended and very well received by the audience that included current and retired faculty and staff as well as students and members of the Osher community. Steps to create a regular speaker series will begin with a committee consisting of Paulsen, Miller and Siegel planning a second talk for the spring. Eventually these could become monthly talks.

f) The Provost’s Retiree spring brunch is still planned for June 12 in the Minnegan Room. Associate Provost Reitz thought that attendees with limited mobility would not have a problem accessing the location so there was no attempt to find a different location.

g) TURFA will be hosting the UMBC Wisdom Institute at Towson University for the forthcoming TU/UMBC basketball game on 12/10. A reception, prior to the game, has been planned and will start at 6:00 pm. She is working on getting the word out to TURFA members along with instructions on how to obtain tickets, where to park and how to access the reception area. There will be costs associated with the reception and the Executive Committee authorized an expenditure of up to $650.

h) Assist. Provost Patricia Westerman, head of FACET, will be joining us at our next meeting. She will be asked to talk with us for about 20 minutes.

i) A Nomination Committee to prepare a slate of candidates for the 2020-21 year will consist of Fran Bond (Chair), Ron Matlon and Peg Benner from the Executive Committee. Joanne Pilardi and perhaps other members of TURFA will be asked to join this committee. This is an opportunity to reach beyond the Executive Committee.
3. Treasurers Report (Castaldi)
   a) Funds: TURFA Cash Account Balance = $7,485.69; TURFA Oral History Project Fund Balance - $4,248.38; TURFA Research and Scholarship Fund - $560.00
   
   b) Membership: Total New Members = 23 so far this year. Total membership is currently 114; 29 (roughly 25%) of whom are lifetime members. Thirty prior members are unpaid for the current year. There are two unpaid members who have indicated that they will be rejoining for this year. We are awaiting notification that their checks have arrived.
   
   c) The TURFA Budget Planning Proposal was discussed and revised after discussion. A copy of the revised version is attached to these minutes. A Budget Committee was named: Castaldi is the Chair, Siegel and Matlon are members.

4. Committee Reports
   a) Emeriti Listings (Matlon): Since last discussed, 4 departments have added emeriti to their departments on-line information. Hofstetter is still searching for names of all faculty granted emeritus status. When the list is complete it will be taken to the Provost to give to Department Chairs with copies to College Deans.
   
   b) FACET (Chappell): An electronic report was submitted and is at the end of the minutes.
   
   c) Graduate Dean Search (Larkin): The search is proceeding quickly. There were a total of 28 candidates, 12 candidates participated in on-line interviews, 6 of are coming to campus for face-to-face interviews. Ideally the appointment will be made in January.
   
   d) Website Revisions and Feedback (Matlon): The web revisions have been made live and additional feedback would be beneficial. It was suggested that details on how to reserve the TURFA office space be added to the website.
   
   e) Oral History Project (Forester): The last videos are being edited since they are currently too long; about 30 minutes needs to be cut. The Castaldi video will be available soon. A total of 7 interviews have been completed. Ideally, the project will involve 3 additional interviews every year. An earlier grant will be reviewed, revised and submitted to the President for consideration.
f) **Events and Programs (Paulsen):** There is the forthcoming UMBC/TU basketball game and a trip to the Newseum on Dec. 7. The committee is working on a trip to the Amazon facility, hopefully early March. On Feb 28 Bob Hansen will give a tour of the Hackerman House which is part of the Walters Art Museum. A tour of the recently renovated Enoch Pratt Library is being considered. The possibility of longer over-night trips was discussed as was the possibility of connecting more closely with Osher Institute for such a trip.

g) **Share Point sharing (Matlon):** A meeting of the committee, Matlon, Benner and Wolfson, will happen in the next few weeks.

h) **Senate (Siegel):** The last meeting focused on the President’s annual address and the new Carnegie classification. It seems that new costs will be associated with certain undergraduate majors in the future. Minutes of the Senate meeting will be shared.

i) **Legislative Issues (Alt):** No report and nothing new on the prescription plan.

j) **Research and Scholarship (Larkin):** A revision of the guidelines had been submitted to the Associate Provost to address concerns but there has been no feedback so far.

5. **New Business**

A. An AROHE webinar report, submitted by Matlon, will be discussed at the next meeting. Matlon requested that everyone read his report prior to our next meeting.

B. TURFA needs to plan for the Spring Retiree Meeting and several names will be submitted to the Provost’s Office. We can extend an invitation based on feedback we receive.

C. It was decided that the Open Education Resource initiative should be brought up with Associate Provost Westerman when she visits us.

D. Associate Membership should be defined more carefully so that individuals with no relationship with Towson University are not eligible to join. Siegel with draft new language for the by-laws to restrict Associate Membership to people with a direct connection to TURFA members.

The meeting adjourned at 3:45

Respectfully submitted by Jane L. Wolfson, Secretary of TURFA
The advisory board of the Faculty Academic Center of Excellence at Towson (FACET) meets bi-weekly during the regular semesters. I serve as the TURFA rep on the board, with Fran Bond as my alternate.

Currently, we (the advisory board) are most concerned with three initiatives:

1. Bringing together the various faculty development programs at TU (such as Towson Academy of Scholars, OAI, various research and mentoring programs), to give faculty a more seamless and streamlined access to the support they need, both for academic research and for pedagogy. Seeking budget consolidation to effect these changes.
2. Supporting Dr. Westerman's request to hire an associate director of FACET, to be the senior provider of data analytics and program evaluation, thus giving FACET reliable tools for measuring the effectiveness of its programs and for strategic improvement.
3. Creating a Spring Conference (Spring 2020) to showcase faculty research and emergent technology.

Dr. Patricia (Trish) Westerman, the assistant provost in charge of FACET, will attend the December meeting of the TURFA board.

Respectfully submitted,
Annette Chappell