Towson University Retired Faculty Association Executive Committee Meeting
Minutes from Tuesday, May 19, 2020, via WebEx.


Absent: Annette Chappell, David Larkin

The meeting was called to order at 2:00 by President Miller. There were no additions to the agenda

1. The minutes from April 21, 2020 were accepted.

2. President’s Report (Miller)
   A. The Annual Provost’s Brunch will be held this year using a virtual format. It is scheduled for June 12 from 11-12:30. It will include remarks from the Provost, a report from Miller about TURFA and a handing of the gavel to Matlon, who will also make remarks. The event will be recorded so that it can be shared later with those who did not attend. The Provost’s Office will send out the electronic invitations, and the Provost’s Office will make the WebEx arrangements for the event. There was a brief discussion about gathering question for the Provost to address.

   B. We have learned that payment for TURFA membership and donations can be made with the use of credit cards. James Brandenburg from the Foundation Office will work with us to set this up. Castaldi, Benner and Matlon will work on this. This change allows us to recruit new members and request membership renewal electronically. Wolfson and Castaldi [later changed to Matlon] will work on developing an electronic package to accompany the President’s letter of invitation to join or renew.

   C. Details about the TURFA fall lecture will depend on whether the University is physically open or not. Details for the speaker are being left to the Program Committee.

   D. Future TURFA talks also depend on the situation at the University. The Provost has recently indicated that she expects some in-person interaction, but the extent and the timing are currently unknown.

   E. Members of the Executive Committee who participated in the ‘outreach to members’ to check on them in response to the pandemic had positive comments about their experiences interacting with other members. Wolfson
requested that the names of members who could not be reached be sent to her—she will follow-up with Departments to see if there is new contact information available.

F. Members attending the recent virtual Happy Hour found the experience enjoyable but suggested that only one hour be scheduled in the future.

3. Treasurer’s Report (Castaldi)
   A. New members for 2019-20 = 24; total membership is currently 120 with roughly 45%, or 30, lifetime members. Twenty-five former members did not renew this year.

   B. Cash account balance = $5,725.18; TURFA OHP Fund Balance = $1,373.38; TURFA Research and Scholarship Fund= $415.00

4. New Business (Matlon)
The two items to be discussed were combined. After a review of the AROHE webinar notes, which were distributed along with the agenda for this meeting, Matlon discussed a document outlining current and future strategies for TURFA that was developed as a result of the AROHE webinar. The document will be updated as appropriate and is attached to these minutes.

5. Old Business
   A. Matlon: Proposed changes to the TURFA bylaws had been distributed to the membership, and while the deadline was still a few days away, the changes appeared to have passed by a wide majority.

   B. Siegel; The issue of the MTA benefit, that has been unevenly granted to TURFA members, is still being investigated. We now do have the ability to initiate and schedule WebEx meetings. A list of TURFA members has been forwarded to OTS.

   C. Matlon: We have received a report about the financial generosity of retired faculty and librarians. The total donated to the University comes to $4,757,859. This information needs to be publicized. A question remained as to whether future gifts and in-kind donations were included in this calculation.

   D. Alt and Bond have been asked to serve on a Task Force to explore a possible connection between TURFA and the Gerontology program.

6. Reports
   A. Graduate Dean Search (Larkin): No report
B. Oral History Project (Forester): He is working with the Archives to develop a permanent repository for the videos, but no progress has been made to date.

C. Events and Programs (Paulsen): The possibility of virtual events was discussed to include such things as a special presentation for TURFA members after a virtual tour of a site. The idea was that we might want to expand upon the Osher speaker series and arrange for the speakers to respond to specific questions from members who would have watched the recorded videos.

D. Senate (Siegel/Anthony): No report

E. Legislative Issues (Alt): No report

F. Research and Scholarship (Larkin): No report

G. Nomination Committee (Bond): Ballots are to be sent to members on May 20, tomorrow.

H. FACET (Chappell): The current representative, Chappell, and the future representative, Thavikulwat, attended the most recent virtual meeting. The FACET board elected its officers for the 2020-21 academic year. FACET has been focusing on on-line instruction and is planning to address the issue of academic integrity.

I. Online information (Benner): Andy Bell sent a traffic report for the TURFA website and it appears the TURFA website has considerable traffic: 2019-March 2020 reports 2500 visits to the website. Current challenge is that Benner cannot post to the website from home. She will work on getting this addressed.

J. The Advocate (Newman) Traditionally, The Advocate has reported on events; events that are no longer happening because of the pandemic. Reports on virtual meetings and events can certainly be included. Another possibility is placing more member stories in the next issue.

7. Transitioning to 2020-21 (Matlon): Matlon, the incoming President of TURFA reported on his appointment of Committee Chairs for the coming year.

Program and Events Standing Committee: Jim Paulsen
Research and Scholarship Standing Committee: David Larkin
Oral History Project Standing Committee Chair: Don Forester
Public Relations Standing Committee: Tracy Miller
Gerontology Task Force: Pat Alt and Fran Bond
XI. Committees.
The Executive Committee shall create standing committees and ad hoc committees as needed. The President shall appoint chairpersons to standing and ad hoc committees with the consent of the Executive Committee.

Rationale:
The goal here is efficiency. While the creation of committees remains the responsibility of the Executive Committee, it was not efficient to have the entire group appoint members to these committees. The amendment asks that the TURFA President be responsible for making chairperson appointments to committees while gaining consent from the Executive Committee.

III. Executive Committee
The Executive Committee is authorized to transact the affairs of the Association between general meetings.

Rationale:
This change is suggested by the Executive Committee to have the by-laws be consistent with the change proposed in Amendment B. Eliminating the language about committee appointments accomplishes that.
TURFA Strategies for Virtual Connections

What We Already Do

- Have our Executive Committee and other meetings via Webex.
- Have TURFA by-laws amended through online voting.
- Conduct annual election through online voting.
- Have our Online Information Coordinator (OIC) keep the TURFA website and SharePoint up to date - being done by M. Benner.
- Accept proposals for research/scholarships grants from our website.
- Give all members access to Webex by partnering with OTS to establish remote retiree help. (Note: Tracy will contact Cindy Caravallo to inquire about the status of this request. Members will then be notified of the results.)
- Contact members by phone to see if they are faring well.
- Develop a partnership with TU's gerontology program headed up by P. Alt and F. Bond.
- Distribute The Advocate newsletter twice a year.
- Distribute Presidential updates to members on a monthly basis.
- Forward helpful AROHE information to all members.
- Host a members-only online book club - being done by J. Pilardi.
- Conduct our annual membership drive online.
- Have Executive Committee members contact those who have not renewed their memberships.
- Where we have faulty or no e-mail addresses for members, call them or send them postcards to get that information so we can better stay in touch with them electronically.

What We Might Like to Do

- Try to have people join/rejoin TURFA online assuming we can figure out a payment method. (Note: Tracy will contact Maggie in
the Provost's Office to find out how best to proceed with membership recruiting and renewals this spring.)

- Ask for updated postal, e-mail and telephone information from members in each of our monthly Presidential newsletters.  *(Note: To be done by Tracy and later by Ron.)*
- Put a button on the TURFA website where people can send in their most recent postal and e-mail addresses as well as telephone numbers.  *(Note: To be managed by Peg.  She will also explore Google hits on our site.)*
- Create periodic Webex tutorials for members.  *(Note: OTS currently has these tutorials on their website.  Once members get Webex availability, they will be directed to the OTS site.  To be done by Tracy.)*
- Hold a few general meetings for members online with presentations by the University President, Provost, etc.  *(Note: Both this idea and the one below it were strongly supported.  Tracy will contact the Provost's Office to see if this can initially be done online on June 12, the date we were supposed to have the retiree brunch, or if not, at some other date in the near future.  Ideally, we want to hear from the Provost and/or President about what is transpiring on the campus during this trying and different time.)*
- Create an online reception for newly retired faculty and librarians with welcomes from TU administrators as well as TURFA leaders.
- Ask the Programs and Events Committee to create small Webex "chats" where members can socialize with each other.  *(Note: Ron will contact Jim Paulsen about this idea as well as the next three items in the list below.  Jim should be encouraged to get ideas from the membership about these projects.)*
- Have our Program and Events Committee host useful, informative and/or entertaining webinar programs and workshops.  Consider
charging a small fee for each event, especially if we are paying presenters.

- Have the Programs and Events Committee sponsor colloquia using our own speakers or perhaps someone from outside. In other words, continue our speaker series online.
- Have the Programs and Events Committee to see if there are any local/regional museum curators or other similar people who might have online sites they can recommend to our members.
- Have all our Oral History Project videos put on YouTube and forwarded to our members for in-home viewing. (Note: Ron will coordinate with Don Forester to implement this idea.)
- Plan small group virtual happy hours. (Note: Jane will send out an e-mail inviting Executive Committee members to the first one of these events on Friday, May 15 at 4 p.m. Also, Tracy and Jane will send out an e-mail blast to members to find out who might be interested in hosting happy hours for members in the future.)
- Consider having our members call international students stranded at TU. (Note: Tracy will contact the Provost's Office and perhaps the International Students Office to explore this idea further.)