

ICL Board Meeting Minutes

February 7, 2013 Board Meeting

Order: Director **Ken Panck** called the meeting to order at 2:55 pm. The minutes of the December meeting were approved.

Members Present:

Executive Director – **Ken Panck**, *Financial Services* - **Charlene Robbins**, *Curriculum Services* – **Tom Zook**, *-University Support Services* - **Hardin King**, *- Information Services* – **Peter Ronai**, *- Membership Services* – **Eunice Porter** and **Louise Schroeder**, *- Past Executive Director* - **Gary Beck**, *- Social Services* – **Oddny Everson** and **Karen Bender**, *- Secretarial Services* - **Jyl McCormick**.

Excused Absence: **Peter Rasmussen** - *Curriculum Services*

Treasurers Report: **Charlene Robbins** handed out the printouts for both December and January Budget Reports. **Ken Panck** asked if she would project the amount of money that would be available at the end of the year using information from the past several years. She will have that report at the next meeting. The pilot program that allowed snowbirds to open their membership will not be used in the future. Without a formal acceptance to the program, these replacement people are not members, have not been introduced, nor have any of the student benefits of members. Although they will be the first to be allowed membership when an opening arises, it does not seem to be a program that should continue.

Information Services: **Peter Ronai** said that he had no additions to the job description. He also stated that there are more speaker evaluations being sent to him. He has only put those that are negative on the information for the Board but will also have the positive evaluations posted. **Tom Zook** asked if the information went to the whole Board or just to the Curriculum Services. **Ken Panck** stated that the evaluations are information for the entire Board.

University Support Services: **Tom Zook** has a change in the job description to include reserving **Montag** for the beginning and ending sessions of ICL, and to schedule other locations as needed for special programs. The University Support Services members will try to choose programs that are more academic rather than programs from service groups. There will be more balance among areas for curricula. There have been five presentations scheduled thus far for the Fall Semester. The Curriculum committee has several members who are for specific disciplines, but may need to approach a more generalist member for programs that do not fall directly under the current standing committee titles.

Social Services: **Oddny Everson** suggested that ICL plan to go to Tokyo University for lunch one time next year to have lunch with the students there. This could also be a meet-greet time with a presentation from their students. This has been done in the past but not recently. Both **Oddny** and **Karen Bender** are retiring from the Board this year; they will pass along this information to the new Social Services Board Members. **Oddny** said they have information written to pass on to the new people who will be on Social Services. Two ICL members, Sharon Dearman and Sandy Colburn, have expressed a desire to take these positions. An addition for the job description will include inviting special guests for the sessions beginning and ending each **semester**.

University Support Services: **Hardin King** presented information to the Board with results from requests from the last Board meeting. The report is attached at the end of the minutes. Discussion was held regarding the proposal that refers to the ICL Constitution in the “provide support to the University, the faculty, and its students, in achieving the mission and goals of the University” **statement**. ICL can do more to assist in these areas. Discussion was held on the monetary amount that was suggested for students giving the presentations. **Ken Panck** suggested that an equal amount be given to each student rather than ICL rating the presentations. There was discussion regarding how to pay for this gift. One suggestion was to raise the yearly dues by \$30 which would raise a little more than the \$4500 needed to give each of the presenters \$500. **Louise Schroeder** said the last dues increase was in 2004 when dues went from \$100 to \$125. **Hardin** will work with **Tom Zook** to breakdown the 36 Departments at the University for speakers. **Charlene Robbins** will project the budget to the end of the year using the last few years’ budget for guidance.

Membership Services: On January 18, **Eunice Porter** and **Louise Schroeder** sent out a blanket email to all the people who are on the waiting list. There were 10 people whose email was returned undeliverable. They reached 5 of those 10 by phone. **Louise** asked what the Board wanted to do regarding the 5 people that did not respond. **Peter Ronai** said they should be dropped from the list after 30 days. **Eunice Porter** suggested they be dropped by April 1. If these people have not responded at that time, they will be dropped from the list prior to the end of the year when dues are required. Dues will be taken in April and May, but not deposited until June when the new budget for ICL takes effect.

Discussion was held regarding emeritus members who do not pay dues. In order to have emeritus standing, the member must be over the age of 90 and significantly contributed to ICL. There are a few of our older members who might consider a partial membership as they rarely attend meetings. **Louise** stated that there have been no changes to the job description for Membership Services.

Secretarial Services: **Jyl McCormick** said there were no changes to the duties required of the secretary. **Ken Panck** asked how many people were receiving hard copies of schedule and minutes. **Jyl** stated that that she sent out 13 copies, but many of these were not mailed as they were given directly to people in class. **Charlene Robbins** said she had received \$10 from a member who has been mailed the copies.

Meeting was adjourned at 3:55 pm.

Respectfully submitted,

Jyl McCormick
Secretarial Services

Attachments: University Support Services Report
Treasurer’s Report

Re: ICL as Academic Listeners
Present: Preliminary Concept Presentation to Dean Moore
Date: December 10, 2012

ICL Board Meeting
Thursday, February 7, 2013
3:15pm Walton 231

University Support Services Report

Concept:

An idea to leverage the intellectual talents and infinite good will of Institute for Continued Learning members to serve as academic listeners for undergraduate scholars nearing the end of their college careers.

This could be a win-win, no cost program to help Willamette undergraduate scholars disseminate their research findings to an intelligent, lay audience. It could also help inspire research professionalism and increase the reach of "young scholars in service to community."

Such a program would complement Student Scholarship Recognition Day and the Presidential Scholars Program.

Possible Ways to Proceed:

Work with Academic Departments and Programs:

ICL to send a call out to department chairs to propose one or two seniors.

Seniors would prepare proposals (abstracts and very brief overview of research)

CLA Faculty Participation/ Buy-In

This would be minimal.

An ICL representative or two would need to explain or launch the idea at a few faculty venues, such as Faculty Retreat, Faculty Business Meetings or Department meetings.

ICL to Review Proposal

ICL selection committee would choose a number of students according to slots available

Logistics

Preferable to take place before SSRD, perhaps in first week of April

One or two ICL days devoted to undergraduate presentations

Perhaps 30 minutes for presentation and 15 minutes for questions and feedback

Re: ICL as Academic Listeners
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Martin King
University Support Services