Minutes of the OLLI Steering Committee Meeting

September 2, 2015, 1:30 at VCCF

Members Present: Andy Armstrong, Gary Collins, Nick Fuentes, Geri Gretan, Pat O’Neil, Su Part (representing the Marketing and Outreach Committee on behalf of Judy Gaviati), Elaine Sweet, Diana Troik and Randy Richardson.

Other OLLI Members present: Irene Seda

Steering Committee Minutes: The minutes of the SC meeting on August 5, 2015 were approved without any additions or corrections.

Review of OLLI Calendar:
A discussion was held as to whether religious holidays should be included in the OLLI Calendar. The conclusion of the discussion was that CSUCI’s schedule, including the holidays reflected on its academic calendar, will be included in the OLLI Calendar. To facilitate planning, Randy will include the date that the undergraduates return to campus in the Fall and he will also list religious holidays at the bottom of the calendar.

OLLI will be represented at the Goebel Center’s Health and Wellness Presentations on January 20, 2016.

Future Committee Meetings:
Marketing and Outreach Committee: September 3, 2015 at 10:00 am, location is TBD
Curriculum Committee: September 14, 2015 at 3:00 pm, at VCCF
Steering Committee: October 1, 2015 at ????? am, location is TBD
Finance Committee: TBD

Other OLLI Activities
The Membership Meeting is scheduled for September 17th, at 3:00 pm in the OLLI Classroom at Broome Library. Each of the speakers will have about five minutes for their remarks. Diana will present OLLI’s current organization chart, its mission statement, and the six key goals that we are going to achieve this year. Jerry Clifford is presently the only nominee for the up-coming elections for the two positions on the Steering Committee. Nick will try to locate a copy of the minutes from last year's Membership Meeting.

Report of OLLI Director Nick Fuentes
Nick reported that OLLI students can now use WiFi at CSUCI with their user name and password. This will allow use of the e-mail and blackboard functionality. The ability to pay for classes on-line should be
available by November, 2015. Evaluations are continuing of software programs at San Diego State, CSU San Bernardino, and CSU San Marcos to eventually have on-line class registration.

Gary and Nick are going to the National OLLI Conference in October in Charlotte, North Carolina.

Nick is preparing responses to an OLLI on-line survey that looks at each individual OLLI organization from several different perspectives. The responses will be submitted by the end of September.

VACE has had some complaints about the OLLI students and instructors using the VACE facility. Nick met with VACE to help understand and resolve these problems. An agreement was reached that OLLI will pay $40 per day to use a VACE classroom.

The Thursday class on Tennessee Williams will be cancelled because too few students have registered

**Standing Committee Reports**

**Finance**

Elaine presented financial reports for the 4th Quarter of FY14 (April 1 to June 30, 2015,) and for the entire FY14 (July 1, 2014 to June 30, 2015). In terms of net income/loss, for the 4th Quarter, the OLLI Program had a net loss of $39,725. For the entire FY, the program had a net income of $1,088. Despite the reduction in student fees, the program’s income from student fees was more than budgeted. This increase was offset by unbudgeted expenses, but still resulted in a net income of $1,088. This money was added to the reserves. As of the end of the FY (June 30, 2015), the OLLI Program’s net worth was $122,879.

**Strategic Plan**

Diana reviewed the progress on each of the six goals for this fiscal year. Notable issues are:

Goal 5 Steering Committee Roles – Do we want to add a volunteer coordinator position and/or an historian position to the Steering Committee?

Goal 6 University and Osher Relations - Arlene may ask Diana Brooks to take the lead, along with Nick, of this subcommittee.

**MOC**

Su indicated that several classes do not yet have ambassadors assigned. She asked that we review the list of classes without ambassadors and volunteer if we will be a student in one of the classes that need ambassadors.

Attachment 1 is a list of the MOC accomplishments that will be presented at the September 17th meeting.

**CC**

Attachment 2 is the Curriculum Committee's 2014-2015 Yearly Summary of Events.

**Broome Library Audio Problems**

Irene briefed us on the problems that instructors had experienced using the earpiece microphone in the classroom at Broome Library. After extensive trouble-shooting, a fix has been developed and helpful
documentation is included in a book on the instructor’s podium. Class ambassadors should be aware of this document so that they can help instructors, if necessary.

**OLLI Fall Course Schedule and Associated Shuttle Pick-up Schedule**

Nck presented the OLLI Fall Course Schedule and Associated Shuttle Pick-up Schedule, which is included as Attachment 3. The evening shuttle may be cancelled if there proves to be no need for it.

**The meeting was adjourned at 3:30.**

_____________________________________________________________________________

**ATTACHMENT 1**

**Marketing and Outreach Committee, (MOC)**

Co-Chairs: Su Part and Judy Gaviati. Members: Geri Gretan, Joanne Toth, Carol Evans, Pat Halverson-Henas, Charlotte Lucero, Diana Troik, Dennis Jurcak, Millie Rathbun, Merle Ruiz, Jaye Wise

**MOC’s Activities FY 2014/15:**

- OLLI Fest: January of 2015 at the Las Posas Country Club, our 10th anniversary was celebrated and enjoyed by about 150 members.
- “Tabling” at senior fairs in Ventura County, a way to introduce many people to the joys of OLLI.
- OLLI Bags: stuffed with various pages created by Geri about our program and the CSUCI campus. Each new members received a bag.
- Class Ambassadors: 85+ ambassadors introduced instructors and gave weekly OLLI updates.
- MOC members made phone calls to all new students: to find out what works and what any problems might be, and to find out how the new members heard about OLLI.
- Geri’s quarterly online Newsletter was emailed to all current members.
- Millie’s regular updating of the OLLI website: OLLI CI
- Various Ads were placed in the Acorn, Happenings, and the VC Reporter during the year.
OLLI Curriculum Committee 2014-15 Yearly Summary of Events

**Fall Session:** 331 students enrolled in 18 different classes

**Winter Session:** 447 students enrolled in 24 different classes

**Spring Session:** 394 students enrolled in 22 different classes

Approximately 790 different students participated in various activities during the year

<table>
<thead>
<tr>
<th>Day Trip Summary</th>
<th>Road Trips Summary</th>
<th>Winter Taste of OLLI</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Studio Channel Island Art Center</strong></td>
<td><strong>The Art of Stained Glass – Our Lady of Angels</strong></td>
<td><strong>Six Presenters</strong></td>
</tr>
<tr>
<td>• Camarillo-11/12/14</td>
<td>• Los Angeles - 11/6/15</td>
<td>Total Enrollment - 564</td>
</tr>
<tr>
<td>• Attendees - 20</td>
<td>• Attendees – 50</td>
<td>• VACE – 292</td>
</tr>
<tr>
<td><strong>Commemorative Air Force Museum</strong></td>
<td><strong>NASA’s Jet Propulsion Lab.</strong></td>
<td>• Marin - 272</td>
</tr>
<tr>
<td>• Camarillo – 3/12/15</td>
<td>• Burbank – 12/5/14</td>
<td><strong>Summer Taste of OLLI</strong></td>
</tr>
<tr>
<td>• Attendees – 17</td>
<td>• Attendees – 40</td>
<td><strong>Six Presenters</strong></td>
</tr>
<tr>
<td><strong>The Rose Farm</strong></td>
<td><strong>Barber of Seville</strong></td>
<td>Total Enrollment - 676</td>
</tr>
<tr>
<td>• Carpenteria – 5/28/15</td>
<td>• LA Opera House- 3/8/15</td>
<td>• VACE – 309</td>
</tr>
<tr>
<td>• Attendees – 36</td>
<td>• Attendees – 34</td>
<td>• Marin - 367</td>
</tr>
<tr>
<td><strong>NOAA Facility</strong></td>
<td><strong>Griffith Observatory</strong></td>
<td><strong>August Colloquium</strong></td>
</tr>
<tr>
<td>• Oxnard – 6/18,25; 7/9/15</td>
<td>• Los Angeles - 3/20/15</td>
<td>Three Lecturers on campus</td>
</tr>
<tr>
<td>• Attendees – 109</td>
<td>• Attendees – 51</td>
<td>• Enrolled: 245</td>
</tr>
<tr>
<td><strong>Limoneira &amp; Calavo Facilities</strong></td>
<td><strong>LA Science Museum “The Dead Sea Scroll”</strong></td>
<td><strong>First Summer Speaker Series</strong></td>
</tr>
<tr>
<td>• Santa Paula – 9/3/15</td>
<td>• Los Angeles – 4/15/15</td>
<td>Two world class speakers</td>
</tr>
<tr>
<td>• Attendees - 40</td>
<td>• Attendees – 70</td>
<td>• Enrolled - 205</td>
</tr>
</tbody>
</table>

**OLLI PLA BookClub**

- Members – 13
- Meet various locations and time
- **Books:**
  - By the Lake of Sleeping Children
  - Lost in Shangri-La
  - The Mapmakers Wife
  - The Future of the Mind
  - This Changes Everything
  - Empty Mansions
  - River of Doubt
  - Fordlandia
  - Lost City of Z
  - Gertrude Bell, Queen of the Desert

**New West Symphony**

- 13 members enrolled in opportunity to attend at reduced price

**ATTACHMENT 3**
**OLLI Fall Course Schedule on CSUCI Campus**

Classes start on 9/8/15 (Monday September 7th a holiday) and end on 11/2/15, unless noted.

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>1:00-3:00</td>
<td>9/14/15 – 11/2/15</td>
<td>Six week, 9/8/15 – 10/13/15</td>
<td>9/9/15 – 10/28/15</td>
<td>9/10/15 – 10/29/15</td>
<td>Six week 9/11/15 – 10/16/15</td>
<td></td>
</tr>
<tr>
<td>4:30-6:30</td>
<td>None</td>
<td>None</td>
<td>9/9/15 – 10/14/15</td>
<td>9/10/15 – 10/29/15</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

**Pickup sequence**

**Morning:**
1 hour before class starts, be at CI Bus Stop to meet 9:00 & 9:30 Camarillo Bus. No pickup at library

**Noon:**
At 12:00, be at library pickup-return for second pickup if needed. After 2nd library pickup, be at CI Bus Stop to meet 12:00 & 12:30 bus from Camarillo.

**Afternoon**
3:00 be at library pickup, if needed do two trips

**Tuesday**
Need to meet 2:30 Camarillo Bus at CI Bus Stop. Same library pickup as above. There might be people on the 3:00 bus from Camarillo (after first week will see if return to library needed for 3:00 CI Bus.)

**Wednesday and Thursday**
1 hour before class starts, be at CI Bus Stop to meet 3:30 & 4:00 Camarillo Bus. No pickup at library
Last pick up at library 6:30 PM, may need a second swing by the library.