

**OLLI at Northwestern  
Advisory Council Meeting in Evanston  
March 15, 2019**

**Advisory Council Attending:**

Gloria Gleave, Naomi Fisher, Jerry Bernstein, David Anderson, Ann Rusnak, Ron Denham, Philip Zawa , Carol Dietz, Nancy Worthington, Gail Bartlett, Gail Miller, Susan Kay, Laura Mongello, Carole Bass, John Drodow, Willie Shaw, Dan Burns, Evelyn Shaevel, Joe Hinkel

**Director:** Kirsty Montgomery

**Advisory Council not in Attendance:**

Gordon Mallett, Candice Dalrymple, James Roselle, Phyllis Handelman, Peg Romm, Martha Bills, Belinda Silber (to be approved), Marcia Lazar, Tom Buckley

**Handouts:**

**OLLI Retreat: January 11, 2019** from Kirsty

**REGISTRATION & REFUND POLICIES, AND THE STANDARDS OF CONDUCT 2018-19** from Kirsty

**PowerPoint slides of Online, Interactive Study Groups: Proof of Concept** from Phil

Gloria Gleave, Evanston Campus Chair, called the meeting to order at 10 AM. Gloria introduced Dan Burns, the current VC of the Chicago SGC. The motion to approve the minutes of the November 30, 2018 minutes was seconded and approved. The nomination of Belinda Silber, for the VC of the Chicago Diversity and Inclusion Committee was approved and Belinda was elected for the position. Gloria announced that March 15<sup>th</sup> is Phil Zawa's last day on the AC.

**Directors Report**

Kirsty announced the policy that all noontime lectures (with the exception of music talks at this time) will be streamed to the non-hosting campus, i.e., all noontime events will be accessible to members on both campuses.

Kirsty announced that the administration is working on developing and offering an OLLI app for use of the membership, which will be the first such app in the nation-wide OLLI program. The app will include such features as regular notifications of events and announcements, class information, links, etc.

Kirsty will be participating in conversations with the NU administration about space for the OLLI Chicago campus. She sees having this conversation as an opportunity to expand the OLLI facilities in Chicago.

Retreat for the SGC and CDC from both campuses on January 11, 2019 in Evanston:

The 3-page handout on the retreat summarized the discussions on seven issues. Kirsty highlighted several items in red for further discussion by the AC or for a vote by the AC:

- *Peer led is the best term to describe OLLI.* AC unanimously approved.

- *Study Groups should be 14-weeks, or 7-weeks.* It was suggested that it be stipulated that the 7-week study groups be either the first or the last 7 weeks of the semester. This is an advisory guideline.
- *Icons: [Some members] don't refer to the icons, perhaps due to size. Better to use text in the description. Separate icon needed for "Canvas Required."* This is an advisory position and the AC was divided at this time.
- *Study Group Formats: Unacceptable Peer-Led Formats.* Six types of unacceptable peer-led formats were listed. This list will be used in preparing guidelines to be included in the proposal submission form.
- Five conditions were listed to clarify the requirements for being a coordinator and the number of co-coordinators required for a study group. The AC unanimously approved.

Kirsty reviewed the handout on REGISTRATION & REFUND POLICIES, AND THE STANDARD OF CONDUCT 2018-19, which Kirsty, Lee Ann Lawlor, and Lisa D'Angelo drafted for the purpose of clarifying that one signs up for a *membership in OLLI* that includes the benefit of, and the expectation of, registering for one or more OLLI study groups. The purpose of the document, which details *Registration Policies & Expectations, Refund Policies, Attendance Policies & Expectations, and Standards of Conduct*, is to head off several problems that currently arise with members, such as requesting refunds for unused benefits and joining OLLI, but not signing up for any study groups. OLLI members would be asked to acknowledge OLLI policies as part of the registration process. The AC voted approval of the document for its intended use. It was suggested that the title of the document lead with the word MEMBERSHIP.

Kirsty asked for approval to spend \$20,000 and \$25,000 from the Membership Fund for microphone equipment for the Evanston and Chicago campuses, respectively. The request was approved. On hearing issues, Dr. Pam Souza will direct her hearing workshops to *all* members of OLLI, not just to those with hearing problems.

Other items that Kirsty noted later in the meeting are: Bernard Osher's visit to NU around June 19-20 to receive an honorary degree at graduation, OLLI at Ravinia on August 7, and technology sessions with Roycemore students. The OLLI programs based at NU, Bradley University, and UW Milwaukee will join together for this summer's OLLI at Ravinia. Three OLLI members participated in the Roycemore session. Kirsty would like to arrange to extend the program to the Chicago campus.

### **Nominating Committee**

Gloria reported that four names were submitted in response to the announcement in the Newsletter for names of possible members of the Nominating Committees. Contacting all four people has begun to assess their qualifications to serve on either the Evanston or Chicago Nominating Committees. Each campus Nominating Committee is required to have 5 members, two of which may be members of the AC.

## **Standing Committee Reports**

### **Academic Enrichment Committees**

Laura Mongello reported that the Chicago Academic Enrichment program was set for Spring semester. Further, arrangements are in progress for three tentative speakers for the Fall.

It was reported that two of the five graduate students participating in the Evanston-based Northwestern Doctoral Student Research Series 2019 have given talks; a third student had to cancel due to accepting a job in France. The talks were very well received. Candice wrote letters of commendation to the students' advisors.

### **Coordinator Development Committees**

John Drodow reported that the Evanston CDC will offer a 3-session workshop in April for members who would like to learn how to develop their individual ideas for study groups through the process of submitting a proposal. Individual tutorial sessions will be offered to coordinators, who would like to set up a Canvas site for their study group, close in time that the study group begins.

It was reported that the Chicago CDC programming was running as planned.

### **Development Committees**

Evelyn noted that the Evanston and Chicago Development Committees really function as a single committee. Evelyn and Susan reported on the Development Committee. The total contributions for 2018 was \$81,000 as compared to \$71,000 for 2017. There was an increase in the number of contributions at the leadership level (contributions of \$250 or more) with 96 contributors in this category. Invitations to a reception for lead donors have been sent out. Thirty two percent of members (396 contributions) contributed in 2018 compared to 37% (404 contributions) in 2017. The percentage of members contributing to the campaign is much higher than percentages for other OLLI programs. The committee is looking into setting up a planned giving program.

### **Diversity and Inclusion Committees**

Carole thanked Kirsty for her leadership of the *Too Hot to Handel* event. Leading up to the event the Evanston D&I committee raised donations from Evanston members to fund tickets for 15 senior citizen guests from the Foster Senior Center. Nineteen OLLI members and the 15 guests were bused to and from the Auditorium Theatre. The committee is cooperating with the AEC in planning a Spring program on affordable housing in Evanston. A trip to the Block Museum on the NU campus for the *Caravan of Gold* exhibit is planned for May 17; a bus from Chicago will be available for Chicago members' convenience. Future goals include developing programming with the Foster Senior Club and multi-cultural programming with NU.

It was reported that the Chicago D&I committee's Black History Month Celebration on February 22, which included keynote speaker Dr. Jabbar Bennett and song and storytelling, was very successful. Future programs include a trip to Chicago Housing Authority sites and a program with the Muslim community. The committee is considering Fall programming possibilities,

### **Membership Enrichment**

Gail reported that the standard programs of the Evanston ME committee were held, including Taste of OLLI, New Member Orientation, and most recently, an Inside OLLI speaker on climate change. She noted that the committee should be thinking ahead for plans for the Fall.

Nancy reported that the committee was looking at plans for the Holiday event, and for other Spring and Fall events. She noted that the committee needed to build a core of dedicated members, and would like to have more people involved in the committee.

### **Study Group Committees**

Ron reported that the number of Spring study groups on the Evanston campus was slightly lower than last Spring. The committee was planning for Idea Week.

Carol reported that there are 58 study groups this Spring on the Chicago campus. Rebecca Rosoff is stepping down as the chair for the Creative Arts group and Martha Bills will be the new chair. Creative Arts accounts for one third of Chicago study groups. The committee has set up a mailbox for members to submit ideas for study groups throughout the semester, not just during Idea Week. The mailbox will be open all year. The committee is gearing up for Idea Week. Carol requested that an additional week be added to the calendar for submitting summer proposal. Kirsty agreed to the request. Carol looks forward to cooperation with the Evanston committee, especially with regard to learning about Evanston's computer-based proposal review process.

### **Online, Interactive Study Groups**

Phil presented a PowerPoint presentation on the online/virtual study group, How the Brain Makes the Mind co-coordinated by Phil Zawa and Ron Denham, offered in the Winter semester. Phil and Kirsty spoke to the need for OLLI to keep pace of technological innovations, especially as younger new members will have familiarity with online learning. It was stressed that exploring technology-based study groups is meant as a *supplement, not a replacement*, for on-site study groups. The Winter study group was offered as a proof-of-concept. The study group, which was listed in the Winter catalogue, was fully subscribed and had a waiting list. Phil discussed issues of preparing members to participate and logistics of the sessions. Member testimonials were very positive with people particularly appreciating the convenience of participating from home. Phil recommends that there be two more pilot study groups in order to get more people on-board.

### **Adjournment**

The meeting was adjourned at 12:00 pm.

### **Upcoming Dates:**

Chicago, Friday, April 12, 10 am

Evanston, Friday, May 10, 10 am