

OSHER LIFELONG LEARNING INSTITUTE
At the University of Delaware in Dover

Council Meeting Minutes

June 3, 2019

ATTENDANCE: Rosemary Engle, Joe Bailey, Diana Faison, Ronnie Grady, Suzie McLaughlin, Marge Felty, Phyllis Handler, Pat Weaver, Caroline Baxter

CALL TO ORDER: The meeting was called to order at 10:30 a.m. by Chair Rosemary Engle.

APPROVAL OF MINUTES: The minutes of the May meeting were approved as submitted.

STAFF REPORTS:

Diana Faison's hours between semesters will be one day per week which will be Tuesday. Beginning July 8, Diana's schedule will change to three days per week. On the days the office is closed, Diana is available by email, a drop box is available outside the office door or members may call 645-4111 to connect with Renee or Lisa in the Lewes office. Diana's schedule for the summer and fall sessions will be Tuesday, Wednesday and Thursday.

COMMITTEE REPORTS:

Travel:

Rosemary stated that she would like the Travel Committee membership to increase. She has at least two members who have expressed interest in serving on this committee. Rosemary has spoken with the chair of the Lewes Travel Committee, and she has expressed interest in wanting to work with the Dover committee and share their trips with Dover OLLI members.

Academic Affairs:

Ronnie Grady reported that 57 courses have been submitted for the fall semester. The Thursday lecture series is complete for the fall semester. There will be a new open lecture series for members during the Tuesday lunch hour. The committee has not met for several months but will resume meeting in August. Ronnie spoke with Dan Pritchett about being the chair of the History Department, and he has agreed. Cade Gibson has been the chair of the Art Department for several semesters, and that seems to be working well. The Academic Affairs Committee needs to find people who are willing to take a chair responsibility for the other departments. Ronnie suggested the chair would resolve problems as they arise, assist instructors who need extra help and help in the course/curriculum development. Humanities being a large classification, it may have to be subdivided. Ronnie will take recommendations from Council. Phyllis Handler met today with the two new instructors for the summer session. The Fall instructor orientation will be August 20. In April, Phyllis, Anna Moshier and Bud Zimmerman met to revise the instructor handbook. The new handbook is more user friendly and will be used in conjunction with the instructor orientation. Ronnie asked about including in

the orientation that required books are available through the Delaware Public Library system. The Administrative Assistant in the OLLI Office can also order books through the University of Delaware Library. Phyllis Handler report that a question was posed at the instructor orientation this morning by Bill Purdy: Does Dover OLLI have a disaster plan? This is something that should be covered at the instructor orientation, following Council approval.

Member Relations:

On May 16, Anna Moshier and Joe Bailey made a presentation on OLLI to the Capital City Rotary Club, Dover. A photo will be submitted to the DELAWARE STATE NEWS. Joe has prepared a press release. The committee will represent Dover OLLI at the Modern Maturity Center Health Fair on June 20 and the Senior Spree at Nobles Pond on August 23. Joe suggested the Council contact the OLLI charter members for the 10th anniversary of Dover OLLI in 2020. There was discussion about the coffee service as to what constitutes “coffee” (does this include cookies, etc.). The Council decided the answer is no. Each committee chair is asked to submit an annual report to be included in the Summer newsletter with a deadline of the last week in July for submission. The next committee meeting will be June 24.

Special Events:

Marge Felty reported the committee received copies of the committee’s April 29 meeting minutes electronically. Rosemary Engle and Marge Felty assisted at the May 8 Walk-in Registration Event. There will be no committee meeting in June. The committee will resume meeting in July to prepare for the August Open House.

Scholarship:

Ronnie Grady reported that no scholarships are offered for the summer session.

Finance:

Diana Faison reviewed the financial report as of April 30, 2019. The revenues from the summer registrations are not reflected in this report because of the cut-off date of the financial report.

OLD BUSINESS:

Timeline Review:

The following dates were noted:

- August 6 – Dover Open House, Walk-in Registration
- August 20 – Dover Instructor Orientation and Photo ID Session
- Week of Sept. 9 – Bring a Friend Week for Dover OLLI
- October 15 – Back to School Picnic – no classes
- November 11 – Veterans Day – no classes
- November 19 – Dover End of Semester Celebration

NEW BUSINESS:

Summer Session Update:

Diana Faison reported there are 94 registration to date. There are 24 courses being offered. On Mondays there will be only one class on-site and one off-site.

Fall Session Planning:

Ronnie Grady reported there will be 57 courses with several new teachers.

Volunteer List:

A list was distributed to the Council of the responses to a member survey. The list represents members interested in volunteering for committees and activities. Committee chairs are asked to contact the persons on the list under their committee area. Rosemary explained that those interested in serving on Council should be informed they must have served on a committee for at least one year to qualify for Council.

Council Photograph:

Photographs will be taken of the Council members at the July meeting.

NEXT MEETING: July 8, 2019, Noon

ADJOURNMENT: The meeting was adjourned at 12:30 p.m.

Respectfully submitted: Caroline M. Baxter