

**FIVE COLLEGE LEARNING IN RETIREMENT
MINUTES OF THE COUNCIL MEETING
OCTOBER 11, 2012**

The regular meeting of the Council was held at the Five College Center at 2:15.

Present Council: Marybeth Bridegam, Laura Cranshaw, Peter Ferber, Dorothy Gilbert, Jim Harvey, Chris Hurn, Carol Jolly, Joan Laird, Betsy Loughran, Ellen Peck, Eva Sartori, Jim Scott, Joan Wofford, Gordon Wyse

Absent Council: Sandy Muspratt

Committee Chairs Present: Jim Perot, Honore David, Ruth Kosiorek

Minutes: The minutes of Sept. 13 were approved as presented.

Committee Reports:

Tech committee: Jim Perot reported that the Tech Fair received favorable reviews. One- on- one help was particularly appreciated. They are still debating the best format for such gatherings. Jim Harvey congratulated the committee for all its hard work.

There is still a problem with the lap top computer which is available for LIR use. It can do power point but a password needs to be removed before it can be used to print out material. They may need to reformat the hard drive to remove this problem.

Curriculum Committee: Carol Jolly told us that Ivan Kovacs has resigned and Betsy Siersma has agreed to replace him. [The Council voted to approve this change.](#)

With winter coming on, there have been complaints about people who are sick coming to seminars. Perhaps a caution needs to be given in the next newsletter. A number of our members have compromised immune systems and so extra vigilance against germs is needed.

A policy problem has arisen for seminars which are a continuation from one semester to another. Should preference be given to those who have taken the first semester? In the past the policy has been to keep the registration open in the usual way. The Council agreed to keep such seminars open since registration usually sorts itself out.

We now have 20 seminar proposals either in hand or in prospect. We still need more. This time we are heavy in history and lacking in science.

On Nov. 2 the Curriculum Committee will hold a workshop for moderators in Rockridge.

Great Decisions: Peter presented us with the budget which has been worked out (see accompanying sheet). They agreed to spend \$400 more on advertising on WFCR and WNNZ. Next they will choose the topics from the results of their member survey.

Member Support: New chairs are Henny Lewin and Eva Sartori.

Winter/Summer: Honore announced that Hy Edlestein will take over the Legislator Forum and Carol Jolly will moderate. Don Maiocco has joined as a new member. The committee can still use more members.

Old Business: Jim Harvey reported that the Council has sent money to the hospice which cared for Callie's mother as a part of our condolences. Callie has thanked us.

There is an ongoing problem of members adding and dropping seminars at the last minute. Callie has reported the number of people doing this has increased this year. Jim has written a letter in the newsletter about this subject. Do we need a notice in the Registration packet? Health problems can't be anticipated but people trying out seminars and then switching can be averted.

There was much discussion about this difficulty. All finally agreed that we first need to publicize the problem with Jim's letter and then in the Preview packet. For the spring, we could try a "soft" add/drop date far enough in advance that moderators can make up schedules before the first meeting. This would mean that moderators should be sure to contact people who have registered early enough so that everyone knows what will be expected in the seminar. We can set the add/drop date as Jan. 15 which is a month before seminars start on Feb. 25.

We may need to reiterate our policy on seminar guests. Guests, who can come once a semester, should be auditors unless they are guest presenters. In the Moderator's Manual it says clearly that guests come "in consultation with the moderator and the presenter..."

New Business: For your information a first draft of the job description for Office Manager was included in the Council packet. The executive committee is working on this description to make it agree with the 5CInc. structure since Callie is technically their employee. This description is trying to make clear that this job is irregular and cyclical because of our registration process. Paper work can pile up at times. Volunteers do come in to help at busy times. Cleaning up the add/drop process may help. We should also be clearer in the registration materials that people should not send in one check for several things. This entails extra work to sort out the money. For example, payments for registration should be separate from summer/winter programs. Jim will report back when he has consulted with 5CI about this job description

The meeting was adjourned at 3:30.

Next meeting: November 8, 2012 at 2:15.

Respectfully submitted, Ellen Peck, Secretary

